

Tabassum Hossain Supti

Student

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EDUCATION

University of Liberal Arts Bangladesh (*Dhaka, Bangladesh*) June 2022 - September 2026

(*Expected year of graduation*)

English and Humanities

Major: Not declared yet

CGPA: 3.70/4.00

Engineering University Girls' School & College (*Dhaka, Bangladesh*) 2021

Higher Secondary Certificate, in Science Background

GPA: 5.00/5.00

Junior Laboratory High School (*Dhaka, Bangladesh*) 2019

Secondary School Certificate, in Science Background

GPA: 4.94/5.00

PROFESSIONAL EXPERIENCE

Jahanara Coaching and Tutoring Center (*Dhaka, Bangladesh*) April 2021 - April 2022

Assistant Teacher

Jahanara Coaching and Tutoring Center is a non-profit organization that enables underprivileged children to get proper education and guidance in hopes of creating a better future for themselves and the country.

- Primarily taught English and science to students studying in classes 8-10.
- Encouraged and participated in extracurricular activities with the students.
- Managed the distribution of proper supplies to the students.

Shelai Dholai (Dhaka, Bangladesh) June 2023 - January 2024

Content Writer for Social Media and Branding; enterprise operations: An innovative online 360 closet solution platform providing comprehensive wardrobe management services.

- Created engaging and compelling content for various social media platforms to enhance brand visibility and engagement.
- Developed and executed social media strategies to increase online presence and customer interaction.
- Collaborated with the marketing team to create consistent branding messages across all platforms.
- Utilized data analytics to measure content performance and make informed decisions for future campaigns.

Saalim Wisdom School (Dhaka, Bangladesh)

January 2025 – Present

Saalim Wisdom School, located in Dhanmondi, is an esteemed English-medium institution that follows the Cambridge curriculum. The school is inclusive, catering to both children with special needs and mainstream students, fostering a diverse and supportive learning environment.

- Teaching preschool and nursery students foundational subjects, including English language skills and creative arts such as drawing.
- Implementing engaging and interactive teaching methods to enhance early childhood development.
- Organizing practical activities and programs designed to nurture cognitive, social, and emotional growth in young learners.
- Encouraging a strong foundation in spoken English through immersive and activity-based learning.

LEADERSHIP AND EXTRACURRICULAR ACTIVITIES

Junior Laboratory Dance Club (Dhaka, Bangladesh) - *January 2016 - December 2019*

Permanent Lead Dancer

- Led dance performances at school events, including cultural programs, farewell ceremonies, and special occasions
- Choreographed and directed dance routines, ensuring high-quality performances
- Coordinated with fellow dancers and managed rehearsals to maintain performance standards

ULAB Cinemascope (Dhaka, Bangladesh) - *January 2023 - January 2024 General Member, External Affairs Team.*

- Worked as an active member and helped in organizing multiple events
- Received the Best Volunteer Award
- Collaborated with teams and cooperated in launching successful campaigns

ULAB Dance Club (Dhaka, Bangladesh) - *May 2023 - Present Lead Dancer and Assistant Choreographer*

- Led dance performances and assisted in choreography for various university events and functions
- Coordinated rehearsals and provided guidance to team members to ensure synchronized and polished performances
- Contributed to the creative process of developing dance routines and selecting appropriate music
- Played a key role in organizing and promoting dance events, enhancing the club's visibility and engagement within the university community

Dhaka International Mobile Film Festival [DIMFF] (Dhaka, Bangladesh) - *Present General Member, Internal Affairs Team*

- Dealt and communicated with people from different organizations to attain mutual benefits
- Hosted every program of Junior Laboratory High School since 2016-2019, including cultural programs, farewell programs, and debating programs
- Led a dance group of 6 people
- Permanent lead dancer of Junior Laboratory

HONORS AND AWARDS

- Participated sports and 3rd position in intra school sports tournament 2018

- 3rd place in drawing competition of Inter college Art Festival 2021
- Participated and won awards in Debating Club
- Hosted multiple shows and events

ADDITIONAL SKILLS

Languages: Fluent in Bangla, English, and conversational in Hindi

Interests: Dancing, public relationships, sports, reading books

Skills: Writing skills, Proficient in Excel, PowerPoint, and Microsoft Word