

FARDIN RAHMAN

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Career Objective

Aspiring Industrial & Production Engineer with strong management and leadership skills. Focused on enhancing process efficiency, team collaboration, and improving productivity. Committed to continuous professional growth and contributing to organizational success in a dynamic corporate environment.

Education

Bachelor of Science (BSc)

American International University-Bangladesh

Industrial Production Engineering (IPE)

CGPA: 3.60 / 4.00 | 2025

Higher Secondary Certificate (HSC), Science

Ideal College, Dhanmondi

GPA: 4.33 / 5.00 | 2020

Secondary School Certificate (SSC), Science

Badshah Faisal Institute

GPA: 4.61 / 5.00 | 2018

Experiences

MJ Auto Japan Ltd.

Operations Coordinator | Nov 2025 - Present

Overseas Executive | Sept 2025 - Nov 2025

- Promoted from Overseas Executive to Operations Coordinator based on performance and contribution.
- Oversee Bangladesh office operations, including HR, administration, and IT support.
- Coordinate with international clients to ensure smooth communication and workflow.
- Manage internal reporting, documentation, and daily operational activities.
- Support process improvement and efficient execution of business operations.

Great Wall Ceramics Industries Ltd.

Engineer Intern | Jun 2025 - Sept 2025

Assisted in monitoring daily production activities and ensuring smooth manufacturing workflow across different production lines. Helped identify operational issues, improve efficiency, and maintain basic production records.

Smartkundigen (Germany)

Freelance Client Support Specialist | Remote, Feb 2025 - Apr 2025

Facilitated clear communication between users and the platform by resolving concerns promptly and enhancing the overall customer experience.

Achievements

Deans Award for Best Capstone Project

Project Title: Synthesis and Characterization of Bulk Natural Wood into High-Performance Structural Materials.

Certified Industrial Training in Garment Technology & Lean Manufacturing

Institute of Apparel Research & Technology (IART), BKMEA | October 2024

Earned A+ grade for excellence in certified industrial training covering garment production systems, lean implementation, quality control and factory operations management.

Skills & Other Activities

Workplace Skills

- Leadership and Team Management
- Multitasking in High-Pressure Environments
- Effective Communication and Negotiation
- Ability to work in diverse teams
- Adaptability and quickly learn new things
- Attention to details and problem-solving skills

Technical Skills

- Microsoft Office Suite (Word, Excel, PowerPoint)
- Graphic Design (Photoshop, Illustrator, Canva)
- Internet Research and Online Digital Tools
- Social Media Campaign & Content Management
- IT Support and Troubleshooting

Extra-Curricular Activities

- Community Leader of **AIUB Solution**
- Assistant General Secretary of **AIUB Computer Club**
- Event Coordinator of **AIUB CYBER GAMING FEST**
- Designer & Organizer at **AIUB Performing Arts Club**
- Ambassador at **ICT Olympiad Bangladesh**
- Ambassador at **Youth Opportunities**
- Ambassador at **International MUN**
- Volunteer Lead at **Math Olympiad 2024**
- Volunteer of **Digital Bangladesh Mela 2023**
- Member of **BASIS Student's Forum**
- Member of **Firefox@AIUB**
- Ambassador at **SILSWA**
- Ambassador at **English Olympiad**
- Galactic Local Volunteer in the 2024 **NASA International Space Apps Challenge**

Languages

- Bengali: Native / Mother Tongue
- English: Professional Proficiency

Hobbies

- Gaming
- Travelling
- Exploring new things