

## CURRICULM VITAE

1. Family name : **Zaman**
2. First names : **Sumaiya**
3. Date of birth : 25<sup>th</sup> May 1989
4. Nationality : Bangladeshi
5. Civil status : Married
6. Email: sumayed@yahoo.com
7. Phone: +8801674371774



### 6. Education:

Institution(Date from - Date to)	Degree(s) obtained:
Dhaka University, Dhaka, Bangladesh, 2018	MSS Major: Television and Film Studies
University of London, UK 2014 to Present	Bachelor of Law, LLB Honors Major: English Law
East West University, Dhaka, Bangladesh. 2011	Bachelor of Arts Major: English literature and linguistics

### 7. Language skills: Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Writing	Speaking
Bengali (Mother Tongue)	1	1	1
English	1	1	1
French	5	5	5
Arabic	5	5	5

### 8. Membership of professional bodies:

- **Women Entrepreneur's Association of Bangladesh (WEAB)**, Executive Committee Member, Secretary of Media and Culture.
- **International Rotary Club, Rotary Club of Dhaka Cosmopolitan**, General Member.
- **Bangladesh Progressive Women's Society (BPWS)**, Founder-Executive Committee Member, Secretary of Culture and Education.
- **SAARC Chamber of Women's Entrepreneurs Council (SCWEC)**, Former EC Member.
- **Start & Improve Your Business Forum Bangladesh (SIYB)**, Executive Committee Member
- **NEWS Broadcasters Association of Bangladesh (NBA)**, General Member.
- **Youth Bangla Cultural Forum (YBCF)**, General Member.
- **Uttara Club Ltd**, Spouse Member.
- **Legend Club Ltd**, Member.

### 9. Other skills:

- Package Application: Microsoft Office Word, Spreadsheet Processing: Microsoft Office Excel and PowerPoint Presentation
- Web Utility: Internet Surfing, E-Mailing & Messaging.
- News Application: Adept in using I-News, ENPS (television news software), News Boss (radio news software), video editing software – Avid Interplay Assist (Video rough cut), Win Media (Creation tool for production, editing, scheduling music, network transfer and On-Air), Studer (Mixing console), Adobe Photoshop.

### 10. Present position: Casual News Presenter (News & Current Affairs) and Anchors Daily News Bulletin, Boishakhi TV, May 2016 – Present

### 11. Years within the firm: May 2016 to Present

## 12. Key qualifications:

- Experience in anchoring and presenting live television news, programmes on current events and live stage shows.
- Cover news events on the field and prepare news reports for TV presentations.
- Demonstrated ability to grow social media presence on various platforms.
- Extensive skill in interviewing different types of people effectively.
- Sound knowledge of the media environment, as well as women issues and SME sector in Bangladesh.
- Develop and maintain strong working relationships with industry professionals and contacts.
- Standardised various communication tools including Press release,
- Developed corporate Sales and Promotion strategies.
- Originated and organized well received blogs, Facebook, Instagram, Twitter, YouTube and Vimeo accounts.
- Ability to conduct and organize corporate and cultural events.
- Ability to conduct training.
- Ability to create, maintain and nurture an active network of media contacts.
- Strong, creative team player who seeks opportunities to build on team efforts.
- Ability to lead and motivate team members.
- Strongly organised in social working and club activities.

## 13. Professional experience

Date from - Date to	Location	Company& reference person <sup>1</sup> (name & contact details)	Position	Description
May 2016 – Present	Dhaka	<b>Boishakhi Television</b> Contact Details: HR Dept. Boishakhi Media Ltd, Syed Grand Center,32, Mohakhali C/A,Level-6, Dhaka-1212, Bangladesh Tel:+880-2-8837081-5 Fax:+880-2-8837541 E-mail: info@boishakhi.tv www.boishakhi.tv	<b>Casual News Presenter (News &amp; Current Affairs)</b>	<ul style="list-style-type: none"><li>• Anchors Daily News Bulletin.</li><li>• Work with the News Director in the production and selection of news to be broadcast.</li><li>• Supervise the news assignment editor and reporters on news development.</li></ul>
July 2015 - January 2017	Dhaka	<b>Radio Dhoni Ltd. (91.2fm)</b> Contact Details: HR Dept. Radio Dhoni Ltd (91.2 FM) 80/A, Siddheswari Circular Road, Hazrat Shahjalal Tower (15th floor), Dhaka, Bangladesh Phone: +88 02 9361430; +88 02 9361431 Hotline: +880 1910 912912; Fax: +88 02 9361671 Email: info@radiodhoni.fm; news@radiodhoni.fm; admin@radiodhoni.fm	<b>Host of Talk Program s</b>	<ul style="list-style-type: none"><li>• Planner and Host of ‘Talk With Excellence’ and ‘The Business Moment’, exclusive Interviews of Foreign Diplomats and Discuss current issues on Trade &amp; Economy with Local Entrepreneurs.</li></ul>

<b>Nov 2014 – April 2015</b>	Dhaka	<b>Somoy Media Ltd.</b> Contact Details: HR Dept. Somoy Media Ltd. Nasir Trade Center 300/4, Bir Uttam C R Datto Road, Dhaka-1205, Bangladesh Phone: 9670058-65 E-mail: info@somoynews.tv Fax: 9670056	<b>News Room Editor</b>	<ul style="list-style-type: none"> <li>• Writing scripts, editing packages, giving voice-overs on human interest and international stories.</li> </ul>
<b>July 2011 – August 2014</b>	Dhaka	<b>Independent24.tv.</b> Contact details: HR Dept. Independent Television Plot-140, 150 Tejgong Industrial Area, Dhaka-1208 Phone: 8879000 Fax: 8879002 E-mail: info@independent24.com	<b>Staff Correspondent (Current Affairs)</b>	<ul style="list-style-type: none"> <li>• Anchored daily entertainment news bulletin ‘Rangamancha’.</li> <li>• Anchored the weekly entertainment program ‘Big picture’ and anchored ‘English News Bulletin’.</li> <li>• Field reporting, writing scripts, editing packages, giving voice-overs in English on cultural, human interest and international stories.</li> </ul>
<b>March 2008 –June 2011</b>	Dhaka	<b>One Stone Films.</b> Contact Person: Adam Dawla Phone: +01715239023 Email: adam@onestonefilms.com	<b>Script writer and Director</b>	<ul style="list-style-type: none"> <li>• Script writing and directing short films and documentaries</li> </ul>
<b>Jan 2011 – July 2011</b>	Dhaka	<b>Mohona TV Bangladesh</b> Contact Person: MD Imran Ali, Producer Mohona Television House # 08, Road # 04, Section # 7, Pallabi, Mirpur, Dhaka-1205 Tel: 9005496 Fax: 9011799, 9016595 E-mail: info@mohonatv.com	<b>Program Anchor and Script Writer</b>	<ul style="list-style-type: none"> <li>• Anchored the weekly affairs program and talk show “Fit and Fine” with prominent personalities and celebrities.</li> <li>• Oversaw all content and stories of the program.</li> </ul>
<b>Jan 2010 - March 2010</b>	Dhaka	<b>Channel-1 Ltd.</b> (Currently Shut down by Bangladesh govt.)	<b>Program Anchor and Script Writer</b>	<ul style="list-style-type: none"> <li>• Wrote scripts and Anchored daily show “Suprova Bangladesh”.</li> </ul>

#### 14. Trainings:

Dates	Course Title & Institution
March 2006	<b>TOT on Export and Import Procedures, (SRILANKA)</b> (SAARC Chamber Women Entrepreneurs Council, SCWEC)
July 2016	<b>Training on Entrepreneurship Development and Business Management, (DHAKA)</b> (Ministry of Industries Bangladesh, EU, Bangladesh Inspired, SIYB and ILO)
November 2016	<b>TOT on Start &amp; Improve your Business project for ILO Certified Trainer, (Dhaka)</b> (International Labor Organization (ILO), Canada Govt. Bangladesh Govt. Bangladesh Employers Federation.)
December 2016	<b>Participated as a Volunteer Delegation Liaison Officer at 9th Global Forum on Migration &amp; Development Summit, (Dhaka)</b> (Foreign Ministry of Bangladesh Govt.)

## 15. Seminar/Workshop/Conference:

Dates	Title & Place
November 2016	<b>Participated as a Keynote Speaker in SAARC Unleashing What it takes Conference, (NAPAL)</b> (SAARC Chamber of Commerce & Industry, Federation of Nepalese Chamber of Commerce & Industry)

## 16. Web Links:

- **Linked in:** <https://bd.linkedin.com/in/sumaiya-zaman-3a201358>
- **Facebook Profile:** <https://www.facebook.com/sumaiya.zaman1>
- **Facebook Page:** <https://www.facebook.com/Sumaiya-Zaman-242925649238924/>
- **Instagram:** <http://www.online-instagram.com/user/sumayed/408020179>
- **Vimeo:** <https://vimeo.com/sumaiyasrangomancho/videos>
- **Twitter:** <https://twitter.com/sumayiazaman>
- **YouTube:** Sumaiya Zaman
  1. <https://www.youtube.com/watch?v=n53MOma253c>;
  2. <https://www.youtube.com/watch?v=gSlveJZ3A68>
  3. <https://www.youtube.com/watch?v=QXFiNR1HqmQ>;
  4. <https://www.youtube.com/watch?v=q6r2lelyPyY>



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**Sumaiya Zaman**