

Imam Hasan

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Career Objective

Highly motivated and detail-oriented LL.B graduate and current LL.M student with proven expertise in teaching, legal research, and organizational leadership. Seeking an entry-level position in the legal, academic, or administrative sector to leverage skills in legal drafting, research, ICT, and effective communication, while contributing to organizational goals and gaining advanced professional experience.

Education

Bachelor of Laws (LLB)

Jagannath University, Dhaka

Graduation Year: 2023

CGPA: 3.05

Higher Secondary Certificate (HSC)

Patharghata College, Patharghata, Barguna

Year of Completion: 2019

GPA: 4.58

Secondary School Certificate (SSC)

Kalmegha Muslim Secondary School, Patharghata, Barguna

Year of Completion: 2017

GPA: 4.82

Skills

- **Technical Skills:** MS Office Suite (Word, Excel, PowerPoint), Google Workspace, ICT Fundamentals
- **Software/Tools:** Adobe Photoshop (basic), Canva, Zoom, Google Meet
- **Soft Skills:** Public Speaking, Communication, Teamwork, Problem Solving, Leadership, Time Management
- **Languages:** Bengali (Native), English (Fluent)

Projects

1. **Project Title:** *Labour Law Seminar Participation*
Role: Participant
Brief Description: Attended a seminar on Labour Law organized by 'Ogrogami Foundation' on 26 May 2023. Gained insights into contemporary labour issues, legal reforms, and workplace rights under Bangladesh labour legislation. Enhanced understanding of labour law applications in practical contexts.
2. **Project Title:** *Computer Fundamentals and Office Applications Training*
Role: Trainee
Brief Description: Completed a 60-hour training program on computer fundamentals and office applications, conducted by the Department of Computer Science and Engineering

(CSE), Jagannath University, from May 2024 to 2 December 2024. Training was part of the Enhancing Digital Government and Economy (EDGE) Project of the Bangladesh Computer Council, ICT Division. Developed skills in MS Office, file management, and ICT-based productivity tools.

Internship

Intern – Associate Lawyer (Corporate Documentation)

Azad & Company, Paltan, Dhaka — December 18, 2024 – December 30, 2024

- Assisted in preparing and reviewing corporate legal documents, contracts, and compliance records.
- Conducted legal research to support case preparation and client advisory work.
- Gained practical experience in corporate documentation processes, client communication, and professional legal drafting.

Extracurricular Activities

- **President – Jagannath University IT Society**
Led the organization in planning and executing academic, cultural, and technology-related events. Managed cross-functional teams, coordinated with external partners, and fostered student engagement in ICT initiatives.
- **Former President – Jagannath University Leo Club**
Directed community service projects, charity events, and youth leadership programs under the Lions Clubs International framework. Developed skills in event management, public relations, and volunteer coordination.

References

1. **Christine Richardson**
Associate Professor
Department of Law and Land Administration
Jagannath University, Dhaka
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2. **Ayesha Saleh**
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Signature
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