

## Personal Management Information System (PMIS)

**Unit/Institute Name: Institute of Glass and ceramic Research and testing (IGCRT)**

### Personal Information

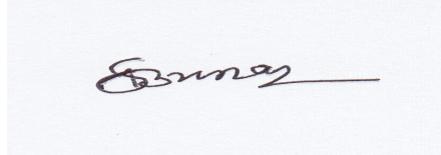
Employee ID/Code	10994		
Employee Name	SABRINA MOSTOFA		
Father's Name	MOSTOFA AFIZUDDIN		
Mother's Name	NARGIS MOSTOFA		
Birth Date	09/09/1986		
Home District	Dinajpur		
Gender	Female	Signature (Scanned Signature)	
National ID No	8524911132141	Blood Group	"B"-Positive
Cell No	01712637115	Passport No	OC5255324
Email	anniedu45@yahoo.com	Marital Status	Married
GPF/CPF No	CS-1054	Religion	Islam
Field of Specialization	Chemistry	Driving License No	N/A

Table 1- Personal Information

## Contact Information

Present Address		Permanent Address		Emergency Contact	
Address	178, Chata masjid lane, Rayer Bazar, West Dhanmondi	Address	178, Chata masjid lane, Rayer Bazar, West Dhanmondi	Name	
Post Office		Post Office		Relation	
Police Station		Police Station		Address	
District	Dhaka	District	Dhaka	Phone	
Upazila		Upazila		Cell No	
Tel No	01712637114	Tel No	01712637114	Email	

Table 2- Contact Information

## Joining Information

Rank/Class	1st	Grade	9th
Post/Designation	Scientific Officer	Batch	
Joining Subject		Joining Date	03/02/2013
Office Name	Bangladesh Council of Scientific & Industrial Research (BCSIR)	PRL Date	08/09/1945
Division Name	Inorganic Pigment & Chemical Research Division (IPCRD)	Notification/Order No. & Date	
Section Name		Merit Position	
District	Dhaka	Confirmation Date	
Upazila		Gazetted Date	
Job Nature	Revenue/Development/Other	Endorsement Date	

Table 3- Joining Information

## Spouse and Children Information

Spouse Information		Children Information					N/A
Spouse Name	MD. SHARIAR HASSAN SIDDIQUEE	Child Name	Gender	Birth Date	Birth Place (Country/District)	Remarks	
Home District	Tangail						
Occupation	employed						
Designation	Cyber Security Specialist						
Org Name	Cisco technology Bangladesh limited						
Org Address	114, Gulshan Avenue						
Cell No	01956372830						

Table 4- Spouse and Children Information

## Education Information

Degree	Group/Department	Board/University	Passing Year	Result (Division/GPA/CGPA)	Distinction
MS	Chemistry	University of Dhaka	2010	1 <sup>st</sup> Class 6th	
BSC	Chemistry	University of Dhaka	2009	2 <sup>nd</sup> Class 2nd	
HSC	Science	Rajshahi	2003	4.10	
SSC	Science	Rajshahi	2001	4.13	

Table 5- Education Information

## Training Information

Type (Local/Foreign)	Title	Institution	Country	Start Date	End Date	Grade	Position
Local	Foundation Training	Bangladesh Public Administration Training Center (BPATC)	Bangladesh	12/07/2015	09/09/2015	A	6th

Table 6- Training Information

### Workplace/Posting Information

Workplace Status	S/N	Working Unit	Working Division	Working Section	District	Upazila	From Date	To Date	Till Today	Posting Unit	Designation	Remarks (e.g., Attachment/Transfer/Promotion etc.)
Present	1	IGCRT, BCSIR	IPCRD		Dhaka		10/02/2013		on-going	IGCRT	Scientific Officer	
Previous	1											
	2											
	3											

Table 7- Workplace/Posting Information

### ACR Information (For office use only)

S/N	Reporting Year	Submitted (Yes/No)	Submitted Date	Remarks

Table 8- ACR Information

### Promotion Information N/A

Designation	Nature	Promotion	Notification/Order	Notification/Order	Remarks

	(Regular/Selection Grade/Sr. Grade/Natural)	Date	No.	Date	

Table 9- Promotion Information

## Achievement

### A. Journal Article

S/N	Publishing Year	Description
JA-1	2015	Suporna Paul, <b>Sabrina Mostofa</b> , Shirin A. Jahan, Samina Ahmed, Nahid Sharmin, Thermal Treatment of Cattle Bone and its Application in Removing Lead from Wastewater, International Journal of Scientific & Engineering Research, 6(11), 1326-1330
JA-2	2015	<b>Sabrina Mostofa</b> , Nipa Banik, ShirinA. Jahan, Samina Ahmed, Nahid Sharmin, The Performance of Surfactant Modified Bentonite in Removing Mobil Oil, International Journal of Scientific & Engineering Research, 6(11), 1326-1330,
JA-3	2015	Nipa Banik, Shirin. A. Jahan, <b>Sabrina Mostofa</b> , Humayun Kabir, Nahid Sharmin, Mijanur Rahman and Samina Ahmed, Synthesis and characterization of organoclay modified with cetylpyridinium chloride, Bangladesh Journal of Scientific and Industrial Research (BJSIR),50(1), 65-70,

Table 10(a)- Journal Article

### B. Conference Proceedings

N/A

S/N	Publishing Year	Description
CP-1		

CP-2		
CP-3		
CP-4		
CP-5		

Table 10(b)- Conference Proceedings

### C. Developed Process

N/A

S/N	Year of Acceptance	Description (including reference)
DP-1		
DP-2		
DP-3		
DP-4		
DP-5		

Table 10(c)- Developed Process

### D. Patent/Copyright d

S/N	Year of Acceptance	Description (including reference)
P-1	2018	“Preparation of anionic surfactant treated bentonite as adsorbent for water treatment.” (Bangladesh patent serial no.1005954).
P-2		

P-3		
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Table 10(d)- Patent/Copyright

**E. Books/Book Chapters** **N/A**

S/N	Publishing Year	Description
B-1		
B-2		
B-3		

Table 10(e)- Books/Book Chapters

**F. Method Validation** **N/A**

S/N	Year of Acceptance	Description (including reference)
M-1		
M-2		
M-3		

Table 10(f)- Method Validation

**G. Award/Grant** **N/A**

S/N	Year	Description (including reference)


Table 10(g)- Award/Grant

**H. Other Achievements (If any) N/A**

S/N	Year	Description (including reference)

Table 10(h)- Other Achievements (If any)

**Leave/Deputation Information N/A**

Type	From	To	Description

Table 11- Leave/Deputation Information

**Former/Other Service** **N/A**

Employer Name	Address	Service Type	Designation	From	To	Till Today

Table 12- Former/Other Service

**Other Activities/Assignment** **N/A**

Work/Job Nature	Role	From	To	Till Today

Table 13- Other Activities/Assignment

**Disciplinary Information** **N/A**

Occurrence	Date	Action	Punishment	Memo No& Date	Remarks

Table 14- Disciplinary Information