Internship Report

on

"An Overview of General Banking Activities at Sonali Bank PLC"

Course Code: ENG 431, Course Title: Project Paper with Internship

Submitted by-

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Department of English

Submitted to-

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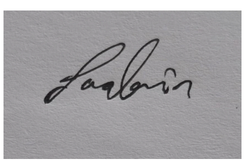
21st August, 2025

This report is submitted to the Department of English, Daffodil International University, for the partial accomplishment of the degree of B.A. (Hons.) in English

Declaration

I, Sakib Saqlain, ID:213-10-808, declare that this project report titled "An Overview of General Banking Activities at Sonali Bank PLC", is my original work. This project paper has been completed under the supervision of Ms. Rabeya Binte Habib, Assistant Professor, Department of English, at Daffodil International University.

I have completed this report for academic purposes. This is for the completion of the course - Project paper with Internship: Course code: ENG-431 of the BA (Hons.) program. This project paper has been submitted to the Department of English. The report is based on my practical experiences. It reflects my journey as an intern at Sonali Bank PLC.



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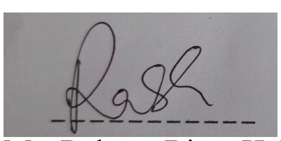
Letter of Acceptance

I am glad to certify that Sakib Saqlain 213-10-808, has completed the internship report, entitled, “An Overview of General Banking Activities at Sonali Bank PLC" under my supervision. I appreciate his efforts in completing the work. To my knowledge, he has not submitted this report to anywhere else. I wish him endless success in both his personal and professional pursuits.

I hereby grant him permission to submit the internship report as part of the requirement for the course ENG 431: Project Paper and Internship and I wish his absolute success in his academic and professional journey.



Ms. Rabeya Binte Habib

Assistant Professor

Department of English

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Acknowledgement

Before explaining vaguely, first I would like to thank Almighty Allah for giving me enough strength to complete my project paper.

Secondly, I would like to sincerely thank my supervisor, Ms. Rabeya Binte Habib. I want to express my respect and gratitude to her for her consistent support and valuable advice. This assisted me in preparing my project paper.

Thirdly, I would like to thank Fatema Khatun Rina, an honourable officer of Sonali Bank PLC. To assist me in completing a three-month internship at Sonali Bank PLC. I would like to express gratitude to everyone who gave me the opportunity for the internship. Their support through giving me various resources and advice along my journey is appreciated.

Lastly, I extend my deepest appreciation to my family and friends for their unconditional support and encouragement throughout my journey.

Abstract

This report portrays an overview of my internship experience at Sonali Bank PLC, which is one of the largest banks in Bangladesh. By providing operable banking facilities and customer-oriented schemes, the bank has achieved a decent reputation among the customers. That's why Sonali Bank PLC has become the leading bank of the country. By providing helpful support to customers. In the beginning, I have given an introduction, background, and significance that describe the overall content of the report, secondly, I briefly mentioned the methodology and organization details covering the historical background of Sonali Bank.

Thirdly, I have mentioned the general banking activities of Sonali Bank PLC. Such as account opening, check order, card order, pay order, RTGS and BEFTN, etc. These are considered core operations of general banking.

After that, I have included limitations of my internship where I mention several lacks of services. I have suggested to the Bank authority to fix those problems. In finding parts I have noticed several issues. For example, backdated product schemes, IT-related issues, and a lack of advanced ultra-modern technology. Then I have given a detailed SWOT analysis of my internship journey. I humbly suggest that the bank authority develop customer services. After that, I give a conclusion of my report where I briefly summarize the overall project paper.

In the Appendices section, I have attached my internship offer letter, work-related photos, and recommendation letter.

Table of Contents

Chapter 1: Introduction

An internship is a significant part of an academic career and professional development. As a part of my undergraduate program, I had the opportunity to be an intern at Sonali Bank PLC: one of the largest and most reputable state-owned commercial banks in Bangladesh. During my internship, I was assigned to the General Banking Department, where I learned general banking functions, such as customer interactions, documentation handling, online banking, and internal operations. These vague works are considered general banking activities.

This internship allowed me to gain practical experience in banking procedures, understand customer interactions and learn how the bank works. This report is an outcome of my internship journey. It will help me develop my professional skills and understanding of banking functions in the context of the largest public sector banks in Bangladesh.

Chapter 2: Background and Significance

2.1 Background of Internship:

The internship program is an essential and mandatory part of a student's academic program. As a student of the BA program, it is not a familiar workplace to complete my internship at Sonali Bank PLC. I have an interest in the banking sector, that's why I chose Sonali Bank PLC and completed my internship.

2.2 Historical Background of the Organization:

Sonali Bank PLC is one of the largest state-owned commercial banks in Bangladesh established in 1972. Following the Bangladesh Bank (nationalisation) order 1972, by combining 3 banks, namely The National Bank of Pakistan, Bank of Bhawalpur, and Premier Bank, that were located in East Pakistan until the 1971 Bangladesh independence war Sonali Bank once was established.. In 2007, Sonali Bank was converted into a public limited company and renamed Sonali Bank Ltd. Sonali Bank PLC has a total of around 1200 branches. The head office of the Sonali Bank PLC is located in Motijheel, Dhaka- 1000. There are some overseas branches of Sonali Bank PLC, such as India, the UK, KSA, and the USA.

Sonali Bank PLC plays a significant role in the economic development of our country. For the banking functions, people benefited from the service of Sonali Bank PLC. In Bangladesh, Sonali Bank PLC is the largest government-owned commercial bank. So, I always wanted to work at Sonali Bank PLC. This internship fulfills both my academic requirements and personal interests.

Following this internship I see myself improving personally and professionally which I believe will help for my future career.

2.3 Significance of the Study:

As part of my academic journey, this internship plays a significant role for a student. This internship helps turn bookish knowledge into real-life experience because, as a student of the Department of English, I didn't have enough idea about how banks work. After joining as an intern at Sonali Bank PLC, I learned a lot of things about banking work. It devloped my communication skills, customer handling skills, and I gathered ideas about the banking software system building my professional skills. I learned about the rules and regulations, discipline, and time management.

Overall, this internship gave me a proper idea of how a bank operates, and I learned about general banking activities. It prepared me for a future career to get a job in the banking sector. It helped to build my confidence as an intern, and also learned new things that helped me grow both personally and professionally. So, it is the significance of the study.

Chapter 3: Methodology

First, I chose Sonali Bank PLC to complete my internship. This report is based on my practical experience during my internship at Sonali Bank PLC. I followed different types of information to collect data, such as primary and secondary sources.

3.1 Data Collection Method:

There are two types of methods that I followed to collect data and information,

- Primary Sources
- Secondary Sources

3.1.1 Primary Information(to collect information from my own experience):

Observation: I observed how officers and staff perform their daily tasks. I learned how they open accounts and deal with the customers, handle transactions, issue pay orders, new cheque and ATM card orders, and work with the RTGS and BEFTN system. I learned how the bank operates in real life. I also observed that everyone who works in a bank they are very cooperative toward customers.

Practical Work: My role is to assist the officer (Fatema Khatun Rina) by doing small and major tasks, such as filling out account opening forms, checking documents, and helping customers. That's how I learned general banking activities.

3.1.2 Secondary Information:

Read Bank Forms and Papers: Several types of forms are used differently. At first, I didn't have proper knowledge, but I read account form instructions and other types of forms.

Collecting Data from Website: I visited Sonali Bank PLC's official website and also visited Wikipedia to gather data and learn about Sonali Bank PLC's history, services, and goals.

As an intern, by watching, doing tasks, asking questions, and supporting the executive officer, I was able to learn a lot and prepare this report.

Chapter 4: Organization Details

Sonali Bank PLC was established in 1972. It is one of the largest state-owned commercial banks in Bangladesh.

4.1 Basic Information:

Name: Sonali Bank PLC

Established: In 1972, following the Bangladesh Bank (nationalisation) order 1972, by combining 3 banks, such as The National Bank of Pakistan, Bank of Bhawalpur, and Premier Bank, that were located in East Pakistan until the 1971 Bangladesh independence war.

Head Office: Motijheel Commercial Area, Dhaka- 1000.

Branches: It has more than 1200 branches all over the country. There are also a few overseas branches of Sonali Bank PLC, which are located in India, the UK, the USA, and KSA.

Employees: Over 25000 employees work in Sonali Bank PLC.

Core Services: Savings, Current, and Fixed Deposit accounts opening, loans, treasury operations, foreign exchange, remittance, and online banking.

4.2 Branch Details:

Branch Name: Uttara Janapath Branch (Sonali Bank PLC)

Inauguration: October 7, 2024

Location: Sonargaon Janapath, Uttara, Dhaka- 1230

Employees: Total Employees- 7. The manager is the Head of the Branch. Manage all staff and daily operations.

Core Services: Savings, current, and fixed deposit, accounts opening, loans, treasury operations, foreign exchange, remittance, and online banking.

I started my internship at Sonali Bank PLC, Uttara Janapath Branch. The branch is not very big. As a new branch, several services are not yet available. But the authority of the bank will start all the services as soon as possible.

4.3 Objectives:

The main objectives of the bank are to provide all kinds of banking services to people and it helps to develop our country's economy, also achieving a good reputation with the customers.

- The core objective of Sonali Bank PLC is to deliver a quality that illustrates a real reflection of their vision in banking.
- To earn a healthy profit.
- Create employment and help to reduce poverty via development financing.
- Support socio-economic development throughout banking functions, such as, loans for business, industry and agriculture.
- Earn customer satisfaction by providing decent service and innovation.

4.4 Visions:

- To be a leading bank in Bangladesh.
- Provide efficient banking services.
- To be socially committed to a leading banking organization with a global presence.
- Maintain accountability and transparency.

4.5 Missions:

- To be the leading financial organization in the country providing the best quality products and banking services. By using modern technology, I also want to deliver excellent services to satisfy customers.
- To ensure transparency, accountability and good governance.
- Sonali Bank PLC delivers modern facilities and focused customer oriented financial services.

4.6 Slogan of Sonali Bank PLC:

"Your Trusted Partner in Innovative Banking, বিশ্বস্ত ও স্মার্ট".

4.7 Goals:

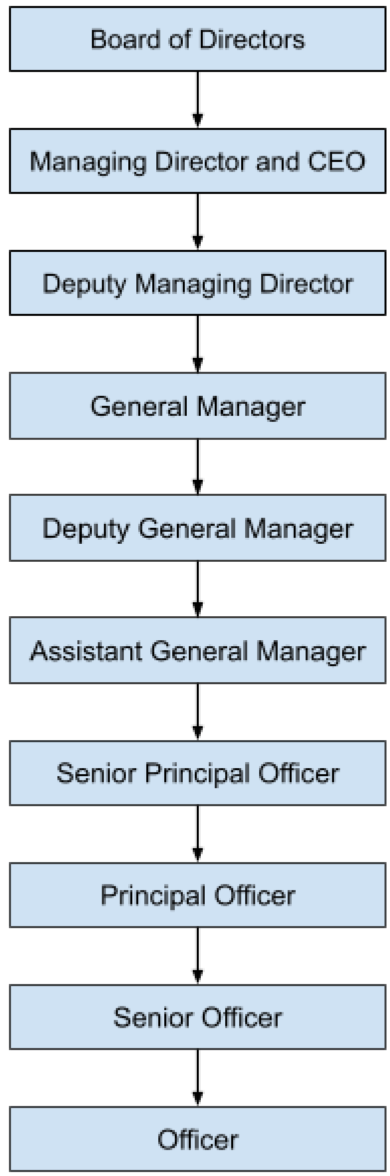
- Provides the best customer service through a modern, traditional and efficient banking system.
- Maintain economic stability with strong profitability and asset quality.
- Maintain transparency, accountability and good governance in all banking functions.
- Implement good governance.

4.8 Values:

- Customer Focus and prioritise the customer needs.
- Mutual respect for each other.
- Ensure the quality of service.
- Responsible and dedicated to work.

4.9 Organizational Hierarchy of Sonali Bank PLC:

It shows the hierarchical structure and relationships among several department divisions and positions within the bank. It portrays the chain of command and also shows the roles and responsibilities of authority in personnel or units within the Sonali Bank PLC.



4.10 Board of Directors:

Name	Designation
Mohammad Muslim Chowdhury	Chairman
Muhammed Mahbubur Rahman	Director
Dr. Mohammad Abu Yusuf	Director
Md. Azimuddin Biswas	Director
Dr. Asif Naimur Rashid	Director
Mohammed Jahangir Alam	FCMA Director
Md. Mofazzal Husain	Director
Muhammad Masrurul Islam	FCA Director
Laila Bilkis Ara	Director
Tariqul Islam Chowdhury	Director
Md. Shawkat Ali Khan	Managing Director & Chief Executive Officer

4.11 Organogram (Uttara Janapath Branch):

Name	Designation
Shahin Iqbal	Manager (SEO)
Md Rony	SEO
Mrs. Sonali	SEO
Md Rafiq	Officer
Md Humayun	Officer
Fatema Khatun Rina	Officer
Tariqul Islam Chowdhury	Director
Md. Shawkat Ali Khan	Managing Director & Chief Executive Officer

Chapter 5: Internship Activity

I was appointed as an intern at Sonali Bank PLC, Uttara Janapath Branch. I successfully worked in the General Banking Department. This department is the main part of banking. It provides front-side banking services. Most of the banks directly depend on the General Banking Department. This department is responsible for most of the day-to-day services and daily transactions provided to customers. My role is to work in this department and assist the customers when they need any support. I used to do my tasks sincerely.

5.1 General Banking Activities:

There are different types of general banking activities, Such as

1) Account Opening Section

2) Customer Service Desk

3) Cheque Book and Cheque Issue

4) ATM Card Services

5) RTGS

6) Pay Order Section

5.1.1 Account Opening Section: The Account Opening Section is the most important section of the General Banking Activities. In this branch, the Account Opening Section plays the most crucial role. The following types of accounts are managed in this bank,

1- Savings Account

2- Fixed Deposit Account

3- Current Account

During my internship, I got all the related information on account opening. I learned how to open an account and how to assist the customers. This is my primary role as an intern to assist the customers.

- I helped customers fill out account opening forms.
- Checked required documents including NID, photographs, account holder, and nominee information.
- Assisted in data entry into the bank software system.

5.1.2 Customer Service Desk:

- I assisted customers when they needed account inquiries, cheque book status, and balance checking.
- Most of the time, I guided customers on how to fill out the forms properly.
- I have given all the general instructions to the customers, which is why the customers became satisfied and understood the message.
- I helped with signature verification.

5.1.3 Cheque Book and Cheque Issue:

- I processed a new cheque book requests
- After proper verification and signature matching,I used to deliver cheque books to the customers.
- I recorded detailed information in the digital system and the cheque book register system.

5.1.4 ATM Card Services:

- I used to take orders for new ATM cards.
- I assisted customers when they were applying for new ATM cards. I guided them on how to fill out the ATM form.
- I delivered the ATM card after verification.
- I guided customers in activating their ATM cards and the use of ATMs.

5.1.5 RTGS:

- I assisted in filling out the RTGS form for customers.
- I ensured that the bank details and account numbers were correctly filled out on the **RTGS form.**

5.1.6 Pay-order Section:

- I prepared pay orders on behalf of customers.
- I recorded transaction details in the register book.
- I verified all the information.

Overall, these were the core services of General Banking activities. That I learned about from my internship experience. These were some of the primary tasks I experienced and learned about which I believe have helped immensely .

5.2 Document Management:

Proper documentation is an important part. During my internship at Sonali Bank PLC, I have learned about proper documentation. I collected important documents from the customers then I verified all the documents.

5.2.1 Account opening documentation: When customers open new accounts, the following documents are mandatory to submit to the bank.

- National ID Copy of the account holder.
- Two passport-size photos of the account holder.
- Details and photo of the nominee
- fill up the account opening form properly and I always guide customers when they fill up the form.
- I collect other documents like gas, electricity bills.
- I helped them to organize their documents in the correct format.

5.2.2 Transaction documentation:

- I helped customers when they fill up the deposit slip.
- Helped customers to fill up the pay order slip and collect their pay order slip**.**

5.2.3 Cheque Book Documentation:

- I collected the non-MICR cheque book slip.
- I helped customers fill up the cheque requisition form.
- Provided a new cheque book to the customers after verification.

5.3 Summary of learning:

These general banking activities gave me practical exposure.

- During my internship at Sonali Bank PLC, I gained valuable insights which reflect the practical and theoretical aspects of real banking work.
- I learned the procedures for opening a new account, including document verification of the customer's details.
- I understood the process of digital banking.
- I learned to operate banking software for data entry.
- It developed my customer service and helped my ability to interact decently with customers.
- Ensures customer satisfaction.
- I learned the importance of accuracy of documentation of banking.
- I understand the importance of registering the customers' information in the bank system.
- I learned to work in a professional environment.

Chapter 6: SWOT Analysis

A SWOT analysis is a strategic planning tool used to assess the Strengths, Weaknesses, Opportunities, and Threats involved in a project. This analysis helped me understand the internal and external factors of my report.

6.1 SWOT Analysis on the Internship:

STRENGTHS	WEAKNESSES
● I gained practical knowledge of banking activities. ● I learned about banking operations, and I successfully handled customers. ● It built my confidence and professional discipline. ● It also helped develop my communication and teamwork skills. ● I worked hard with dedication.	● At the beginning of my internship journey, I felt so nervous. ● Time constraints made it difficult to learn everything in detail. ● Sometimes I depend on officers and other staff for proper ideas.
OPPORTUNITIES	**THREATS**
● Helped start a job in the banking sector in the future. ● This internship could build a strong professional profile. ● This internship helps to develop a potential career in banking.	● Sometimes I make a mistake in paperwork that leads to a problem. ● Extra work pressure. ● Miscommunication with customers could affect service quality.

6.2 SWOT Analysis of the Organization:

STRENGTHS	WEAKNESSES
• Sonali Bank PLC is one of the largest government-owned banks in Bangladesh. • It has more than 1200 branches to serve the people. • It has more than 25000 employees. • It has a good reputation and decent service quality. • It provides all types of banking services, including government transactions.	• Few services are still manually processed. • Work Pressure. • Absence of advanced IT. • Sometimes people need to wait because there are not enough employees in the banking section. • There is a delay in providing cheque books to the customers.
OPPORTUNITIES	**THREATS**
• To improve advances in IT-related issues • Can develop a banking service system to be easier. • Can partner with several companies that develop bank profiles. • The government gives the best support for internal development.	• Huge competition from private and foreign banks. • Cybersecurity risk during a digital transaction. • Rapid changes in banking technology. • Mismanagement and corruption can exploit the operation of the bank.

Chapter 7: Limitations

I have noticed several limitations during my internship, such as,

- The internship period (3 months) was limited, which made it difficult to learn more practical activities in banking.
- Difficult to explore all the banking departments in depth because of the limitation of time.
- This report focuses on only one branch. So it is difficult to say the other branch condition.
- Due to the high work load of employees, sometimes it is difficult to get a detailed explanation of any work.
- Because of daily work pressure at this branch sometimes it may be difficult to balance between learning practical activities and preparing notes for the report.
- As an intern, I could not handle all types of services independently because of the official order.
- Sometimes the banking system was slow due to server issues. It's created a delay in customer service and interrupted learning and observation.

Chapter 8: Key Findings

I have found several problems during my internship, such as,

- Somali Bank PLC still follows the traditional method of banking.
- The branch office is not well designed with modern facilities.
- Sometimes, excessive work pressure causes a change in the attitude of employees, so they tend to misbehave with customers.
- Sometimes server errors make the service unavailable, which is why customers become very frustrated.
- Lack of IT-related facilities.
- Sometimes customers are not fully aware of banking services which creates unnecessary workload at the counters.
- This branch always deals with a huge number of customers regularly. However as a new branch sometimes it is difficult to provide faster service towards customers.
- Most of the customers prefer Sonali Bank PLC for its government ownership, decent reputation and wide network throughout the country. People can easily get any kind of service from any branch.
- Sonali Bank is always considered as a trusted bank for providing the best service and customer retention. Hence, it is important that the bank enhances its customer service.

Chapter 9: Recommendations

I have suggested some recommendations to the management of Sonali Bank PLC from my point of view to fix their services and facilities as soon as possible. It will help to develop the bank's system and facilities.

- I recommended to the authority of Sonali Bank PLC to introduce more customer-oriented services and facilities similar to those of private banks.
- To set up computer facilities on every desk.
- To increase awareness about online and mobile banking.
- Provide proper training for the interns.
- Improve the faster documentation process and regular monitoring system upgradation. Daily server maintenance can reduce delays.
- To increase more ATM booths in rural areas.
- To record the valuable feedback from the intern at the end of the internship. It helps develop the internship structure and make it effective for students.
- It helped improve my sense of responsibility, punctuality and professionalism.

Chapter 10: Conclusion

My internship at Sonali Bank PLC was a great and practical experience. That helped me connect my academic knowledge with real banking operations. Working in the General Banking Department exposed me to general banking activities. As account opening, customer services, cheque book order, ATM card order, pay order processing, RTGS etc.

Through this internship, I developed important skills in communication, computer skills, handling customers and solving customers' problems. I also gained a deep understanding of how banks work, banking rules, and documentation . I learn several things for efficient guidance with the support of the bank's staff, especially Ms. Fatema Khatun Rina (officer). Other employees also help me to overcome initial challenges and adapt quickly to the professional environment.
This internship enhanced my technical knowledge, which developed into building self-confidence. It improves my discipline, and sense of responsibility for work. I believe all of these lessons and experiences during this internship period will play a significant role in shaping my future career in the banking sector.

Overall, I believe this internship is considered a turning point that will help me prepare for my real-life work. Hence this experience has built a solid foundation for my future career.

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Appendices

সোনালী ব্যাংক পিএলসি

বিশ্বস্ত ও স্মার্ট

নং-এসবিএসসি/ইন্টার্নশীপ/৮.১/২০২৫/১৩৬ তারিখঃ ২৯ মে, ২০২৫

এসিস্ট্যান্ট জেনারেল ম্যানেজার/ম্যানেজার
সোনালী ব্যাংক পিএলসি
উত্তরা জনপথ শাখা
ঢাকা।

বিষয়ঃ **Daffodil International University** এর বিএ প্রোগ্রামে অধ্যয়নরত ০১ (এক) জন শিক্ষার্থীকে ইন্টার্নশীপে সহযোগিতা প্রদান প্রসঙ্গে।

প্রিয় মহোদয়,
উপর্যুক্ত বিষয়ে আপনাদের জানানো যাচ্ছে যে, হিউম্যান রিসোর্স ডেভেলপমেন্ট ডিভিশন এর পত্র নং-এইচআরডিডি/ইন্টার্নশীপ-৯৩/২০২৫/১৩২০ তারিখ: ২২ মে ২০২৫ এর মাধ্যমে **Daffodil International University** এর বিবিএ প্রোগ্রামে অধ্যয়নরত নিম্নোক্ত শিক্ষার্থীকে আগামী ০১ জুন ২০২৫ হতে ০৩ (তিন) মাস ব্যাপী এ ব্যাংকে ব্যাংকিং বিষয়ে ইন্টার্নশীপ করার জন্য কর্তৃপক্ষ অনুমোদন প্রদান করেছেনঃ

SL.NO	Student Name	Class	Roll/ID.No.
01.	Sakib Saqlain	BA	213-10-808

০২.০০ শিক্ষার্থী প্রতি কর্মদিবসে শাখায় উপস্থিত থেকে ব্যাংকিং কার্যক্রম প্রত্যক্ষ করবেন। প্রতিদিন শাখায় তাঁর হাজিরা গ্রহণ করতে হবে। সংশ্লিষ্ট শিক্ষার্থী আগামী ০১ সেপ্টেম্বর, ২০২৫ তারিখ পর্যন্ত আপনাদের শাখায় ইন্টার্নশীপ কোর্স সম্পন্ন করে ০২ সেপ্টেম্বর, ২০২৫ তারিখে স্টাফ কলেজে, ঢাকায় রিপোর্ট করবেন। ইন্টার্নশীপ শেষে শিক্ষার্থী কর্তৃক প্রস্তুতকৃত রিপোর্ট ও রিপোর্টে প্রদত্ত তথ্যাদির সঠিকতা এবং রিপোর্টে প্রতিষ্ঠানের কোন গোপণীয়/স্পর্শকাতর তথ্যাদি প্রদান করা হয়েছে কিনা তা আপনাদের শাখা কর্তৃক যথাযথভাবে যাচাই পূর্বক তিনি সন্তোষজনক ভাবে ইন্টার্নশীপ সম্পন্ন করেছেন মর্মে প্রত্যয়নপত্র প্রদান করতে হবে।

০৩.০০ঃ উল্লেখ্য, সংশ্লিষ্ট শিক্ষার্থী ইন্টার্নশীপ সংক্রান্ত কার্যক্রম পর্যালোচনার লক্ষ্যে প্রতি ০১ (এক) মাস অন্তর সপ্তাহের শেষ কর্ম দিবসে স্টাফ কলেজে, ঢাকায় উপস্থিত হবেন। ব্যাংক থেকে সংগৃহীত তথ্যাদি শুধুমাত্র শিক্ষা কার্যক্রমে ব্যবহার করতে হবে এবং তথ্যসমূহ গোপন রাখতে হবে। ইন্টার্নশীপ সমাপ্তির পর শিক্ষার্থী কর্তৃক প্রস্তুতকৃত রিপোর্টের ০১ (এক) কপি সোনালী ব্যাংক স্টাফ কলেজ ঢাকা বরাবর জমা দিতে হবে। ইন্টার্নশীপের পর শিক্ষার্থীর অনুকূলে ইস্যুকৃত ইন্টার্নশীপ সনদ প্রাপ্তি সাপেক্ষে বিশ্ববিদ্যালয়/প্রতিষ্ঠান কর্তৃপক্ষকে পরবর্তী পদক্ষেপ গ্রহণের জন্য অনুরোধ করা হলো।

০৪.০০ঃ এমতাবস্থায়, কর্তৃপক্ষের অনুমোদনের প্রেক্ষিতে উল্লিখিত শিক্ষার্থীকে উক্ত ইন্টার্নশীপ কোর্স সুষ্ঠভাবে সম্পন্ন করার লক্ষ্যে প্রয়োজনীয় সহযোগিতা প্রদানের জন্য আপনাদেরকে অনুরোধ করা হলো।

আপনাদের বিশ্বস্ত,
স্বাঃ/
(মোঃ মনসুর উল আরিফ খান)
এসিস্ট্যান্ট জেনারেল ম্যানেজার

সংযুক্তি- সংশ্লিষ্ট শিক্ষার্থীর এক সেট বায়োডাটা।

সদয় অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অনুলিপি প্রেরিত হলোঃ
১। ডেপুটি জেনারেল ম্যানেজার, হিউম্যান রিসোর্স ডেভেলপমেন্ট ডিভিশন, সোনালী ব্যাংক পিএলসি, প্রধান কার্যালয়, ঢাকা।
২। Dr. Ehatashum UL Hoque Eiten, Assistant Professor & Head, Department of English, Daffodil International University, Dhaka.
৩। শিক্ষার্থী কপি।

এসিস্ট্যান্ট জেনারেল ম্যানেজার

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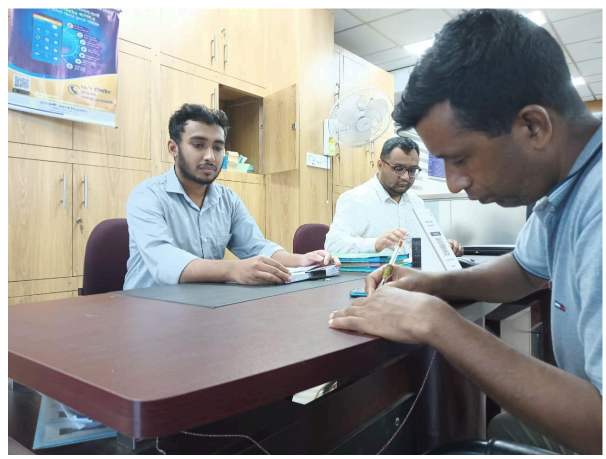
সোনালী ব্যাংক স্টাফ কলেজ, ঢাকা। প্লট # ০৯, সেক্টর # ০৮, উত্তরা মডেল টাউন, ঢাকা-১২৩০
ফোনঃ৫৮৯৫৭৭২৬ প্রিন্সিপাল (জিএম) ৫৮৯৫৭৭৪৮ ডিজিএম ৫৮৯৫০১৬৬ এজিএম (প্রশিক্ষণ) ৫৮৯৫৭৭২৯ এজিএম (প্রশাসন)৫৮৯৫৬৫২৯ এজিএম (এইচআর)
ই-মেইলঃprincipalsbsc@sonalibank.com.bd dgmsbsc@sonalibank.com.bd dgmtraining@sonalibank.com.bd
হটলাইনঃ ১৬৬৩৯, বিদেশ থেকেঃ +৮৮০৯৬১০০১৬৬৩৯

Internship Offer letter

Infographic 1: Fatema Khatun Rina (Officer), Sonali Bank PLC



Infographic 2:

Sonali Bank PLC ,Uttara Janapath Branch

Infographic 3:

Customer Service