

A Study of the Foreign Trade Department of Bank Asia Limited



A Study of the Foreign Trade Department of Bank Asia Limited



Submitted To:

Mahmudul Haq

Associate Professor

Submitted By:

Tasnim Ahmed

ID: 10104013

Dept: BBS

Date of submission

05.05.2015

Letter of Transmittal

May 5, 2015

To

Mahmudul Haq

Associate professor

BRAC University

Mohakhali, Dhaka.

Subject: Submission of Internship Report on “A Study of the Foreign Trade Department of Bank Asia Limited.”

Dear Sir,

It is my pleasure to submit the Internship report entitled “A Study of the Foreign Trade Department of Bank Asia Limited” for the fulfillment of BBA degree. With available data, information and practical experience in this filed, I have tried to make my paper comprehensive as possible.

I am grateful to you for giving me such an opportunity, and I appreciate this internship program. I hope that you will cordially receive my internship paper.

Sincerely yours,

Tasnim Ahmed

ID: 10104013

Dept: BBS

Acknowledgement

Firstly I would like to thank Almighty Allah for helping me to complete my internship program. In addition I would like to thank Mahmudul Haq sir for guiding me for preparing the internship report. I would also like to thank all the employees of Bank Asia limited, Corporate Branch. I would especially thank Mr. Zahid Hossain (SVP) and Manager, Mr. Shifaul Karim (SEO), Mr. Nur-E-Alam (Senior Officer), Md. Amran Hossain(EO), Sonia Afroze(EO) and Mr. Shakil Akhter(SEO and Foreign Trade In-charge)

The three months of internship was a great learning experience for me. I had the honor of working with some highly talented, initiative, impressive and inspiring banking executives. They guided me and answered all my queries throughout the process. They inspired and motivated me even under tremendous pressure. I got to learn a lot of new stuffs that will help me in future..

I thank them all from the core of my heart.

Declaration

This is to certify that the Internship report has been thoroughly and carefully prepared by me. The report is my original work and not plagiarized. In order to prepare and completed the report I have taken help from the employees Bank Asia Limited. In addition I have used annual report, organization's website and other supportive activities for the completion of my report.

I also confirm that the sole purpose of the report is for my academic requirement for the completion of my graduation. The report is not submitted to any public or private Universities or any other place before.