



Mizanur Rahman

Real Estate Virtual Assistant &
Property Comparison Analyst

Contact

Phone

+8801740 04 32 42

Email

mizanuralways@gmail.com

Address

Radhanagor, Pabna Sadar
6600, Bangladesh

Expertise

Real Estate Management

Property Comparative Analysis

Social Media Management

Business Bookkeeping

Real Estate Skip Tracing

Video/Content Editing

Language

English

Bangla - বাংলা

Hindi - हिन्दी

Awards

Oct 2012 | National University | BD
The Best Student of the Year

May 2015 | Memphis Passive LLC
The Best Employee of the Year

Experience

2024 - Present

Prime Paper Investment
USA

Property Comparison Analyst

Performed property valuation analyses, comparing recently sold comps based on subject property, bed/bath, size, and condition. Prepared accurate valuation reports to support client investment decisions.

2020- Present

Fiverr- Freelancing
Worldwide

Real Estate VA & Social Media Manager

Handled real estate administrative tasks, managed property listings, and conducted market research. Developed social media strategies, created content, and optimized campaigns to boost engagement and generate leads.

2020 - 2024

Memphis Passive LLC
USA

Real Estate Virtual Assistant

Assisted with property management, data entry, scheduling, and client follow-ups. Conducted market research and maintained real estate databases to support client needs.

Education

2015 - 2017

Institute of Chartered
Accountants of
Bangladesh (ICAB)

Chartered Accountant (CA)

Completed foundational coursework in accounting, auditing, taxation, and financial management, demonstrating a strong understanding of core principles in financial reporting and analysis.

2014 - 2015

National University
Bangladesh

Master of Business Studies (MBS)

Completed advanced coursework in business management, including finance, marketing, and strategic planning. Gained expertise in analytical techniques, leadership, and organizational strategies to drive business success.

2009 - 2013

National University
Bangladesh

Bachelor of Business Studies (BBS)

Acquired foundational knowledge in business principles, including finance, marketing, management, and economics. Developed skills in analytical thinking, problem-solving, and effective communication to support business operations and decision-making.

References

Bailey Dupont

Wardiere Inc. / CEO

Phone: +1 888-871-8380

Email: primepaperinvestment@gmail.com

James Jones

Memphis Passive LLC / CEO

Phone: +1 901-410-1310

Email: info@memphispassive.com