



Mohammad Mijanur Rahman



Address

Mailing:

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Career Objectives:

A position in results-oriented organization that seeks an ambitious and career conscious person.
Where acquired skills and education will be utilized towards continued and advancement.

Professional Experience



As Assistant Manager (From December 03, 2017 to till Now)

Unitex Group

Company Location: C & F Tower(12th Floor),1712,Sk. Mujib Road,Agrabad,Agrabad C/A,Chittagong.

Department: Finance

Duties/Responsibilities:

Financial analysis and reporting ,Proforma invoice, Delivery Order ,Party Acceptance ,Bank Acceptance, FDD and realization follow up,Daily Export position preparation and reporting Delay in any position with overdue interest ,Project feasibility report and project profile preparation .,All Documentation preparation for Bank Proposal and follow up, Daily software posting of Sales and Accounts receivable, Others assignment given by Managing Director ,Group CFO and Director Operation, Monthly overall export position reporting and presentation , cross check with Bank documents .



As Assistant Manager (From March 02, 2014 to 30 November2017)

Corporate Supports

Company Location: 12th Floor, As-salam Tower, 57, Agrabad C/A, Chittagong.

Department: Accounts & Finance

Duties/Responsibilities:

Business Profile, Project Profile, Business Plan, Projected Financial Statement, Working Capital Assessment, Industry Analysis, Financial Analysis, Preparation of Standard Chart of Accounts, Tax & Audit related activities etc.



Mohammad Mijanur Rahman

Professional Experience:

- * Continuing PL-III in ICMA Chittagong branch (**Completed 1100**)
- * **CA (Course Complete)** from Imtiaz Alam & Co.
- * I had prepared a Financial Research Report in EMBA Final Semester
“MEASURING FINANCIAL PERFORMANCE OF MAS SHIP RECYCLING INDUSTRIES”
Submitted to Professor Dr. Mohammed Shamim Uddin Khan
Department of Finance & Banking, University of Chittagong

Work Experience:

- * More Than Two Year Working Experience as Asst. Manager (Accounts & Finance) at Corporate Support a Reputed Financial Consultancy firm as well as more than 1.5 Years in present Company.

Education:

EMBA - 2014	University : University of Chittagong Major : Finance & Banking Result : 3.63 (Out of 4.00)
M.B.S (Accounting) 2010	University : National University College : Govt. Commerce College, Chittagong Result : 2 nd Division.
B.B.S (Pass) - 2008	University : National University College : Govt. Commerce College, Chittagong Result : 2nd Division
H.S.C - 2004	Board : Chittagong H.S.C. : Islamia University And College, Chittagong Group : Business Studies Result : 2.70
S.S.C – 2001	Board : Chittagong. S.S.C. : Chittagong Municipal Model High School Group : Business Studies Result : 2.88

Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
"CHALLENGES & OPPORTUNITIES FOR BANGLADESH"	"REVIVAL OF GLOBAL ECONOMY"	ICMAB, CHITTAGONG BRANCH COUNCIL	Bangladesh	ASIAN UNIVERSITY FOR WOMEN, CHITTAGONG	2014	8 HOURS
"INTERNATIONAL CONFERENCE "	"FINANCIAL REFORMS IN BANGLADESH"	ICMAB, CHITTAGONG BRANCH COUNCIL	Bangladesh	HOTEL AGRABAD	2016	8 HOURS
Graphics Designing	Adobe Illustrator, Adobe Photoshop	INTEL, Computer Training Center	Bangladesh	CHITTAGONG,	2010	6 Months
Office Application	M.S. Word, Excel, Access, PowerPoint, Internet (E-mail, Internet Browsing).	INTEL, Computer Training Center	Bangladesh	CHITTAGONG,	2014	6 Months



Mohammad Mijanur Rahman

Hobbies:

Traveling & Exploring.

Personal Details:

Father	Mohammad Abdur Rahman
Mother	Chamon Ara Begum
Present Address	722/Rahman Manson, Pathantooly road, Nazir pool. Villa.+P.O.: Bandar, P.S: Double Mooring, Dist: Chittagong
Permanent Add.	722/Rahman Manson, Pathantooly road, Nazir pool. Villa.+P.O.: Bandar, P.S: Double Mooring, Dist: Chittagong
Date of Birth	10 th December, 1985

PERSONAL SKILLS:

- ✓ Self Motivated
- ✓ Energetic
- ✓ Pro-active
- ✓ Capable of working under stress
- ✓ Having good interpersonal skills and organizing ability
- ✓ Accustomed to work both independently and team environment with integrity

LANGUAGE PROFICIENCY:

Bengali – Native

English – Good command of English both in Verbal & Writing.

INTEREST:

✓ Travelling, meeting new people, reading books of various topics, Playing Cricket & Listening to Music

Carriers Torch Bearers:

Mr. Imtiaz Alam, CFC (USA), FCMA, FCA
Chairman
Corporate Support(Pvt.) Limited
12th Floor, As-salam ower, 57, Agrabad C/A,
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Mr. Mohammad Arif, FCA, ACMA
Chief Financial Officer
Unitex Group
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Signature