

## ***N.M.MOSFAKE CHOWDHURY***

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### ***About***

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Professional in business function especially in Financial reporting, Cost & budgetary control, Tax planning and management, project evaluation, Policy design, review & reform. Experienced in diversified industries Food, Toiletries & Real estate.

### ***Professional Qualification***

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#### **Fellow cost and management accountant. (FCMA)**

Institute of Cost and Management Accountants of Bangladesh (ICMAB).

#### **Association of Chartered Certified Accountants (UK) ACCA**

Completed 09 out of 13 ACCA exams

### ***Working Experience***

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#### ***Square Toiletries Ltd*** (5 Years)

**Manager** (Jan'21 - till to date), **Asst Manager** (Jan'17 - Dec'20),

##### **Financial reporting**

- Prepare Financial Statements as per IFRS /IAS
- Monitor and review of financial KPIs: To achieve KPI financial, and other targets as established for STL and ensure effective use of resources, manage budgetary function and oversight of accounts payable, and receivable function.
- Review all financial records, systems and control process of the company as per accounting standards.
- Receivable aging monitoring to ensure working capital management. Drop down receivable TK 50 crore to 13 crore at my tenure.
- Work closely with cross-functional teams (marketing, sales, and factory) to establish & review policies/SOPs and recommend changes that are feasible and has a positive impact on bottom line.
- Forecasting/Planning: Design, organize and implement financial budget, sales forecast, Cash Budget, and analyze the same with monthly actual achievement. Designed business Planning with yearly revenue target 655 crore at 2017 and 1026 crore at 2022.
- Supervise Process Order & analyzed slow moving & non-moving inventory and communicate for action plan to relevant department like operations & supply chain to improve cash flow & working capital position.
- Oversee raw material, packaging L/C related communication.



### Project Investment coordinator:

- Rolling business planning (Business volume forecasting, Investment feasibility analysis, capital & revenue expense forecasting, Source of fund & repayment assessment).
- New Production Project feasibility analysis. Analyze yearly Capex budget from TK 15 crore to 30 crore till 2022 and recommend through NPV, IRR and payback period.
- Perform as a SLT transformation strategic team member which assess long term business potential and bridging with assessment of additional required capability. Engage with various capacity development projects.

### Fixed Asset management:

- Administering fixed Asset management policy and related regulations and procedures.
- Asset Management Coordinator (coordinating asset audits and physical inventories)

### Legislative & governance:

- Work closely with VAT and Tax related matters.
- Work closely with Internal & External Auditors during yearly audit.

### *Square Food & Beverage Ltd* (5 Years)

**Sr. Executive** (Grade-1) (Jan'16 - Dec'16) **Sr. Executive** (Grade-2) (Jan'15 - Dec'15), **Executive** (Grade-1) (Jan'13-Dec'14), **Executive** (Grade-2) (Jan'12-Dec'12)



- Reporting: Analyze monthly MIS and communicate to Management. Analysis the profitability from different perspectives (Business category, Brand, Area wise).
- Assess marketing and sales related proposals and report effectiveness of the initiatives.
- Forecasting/Planning: Design, organize and implement financial budget, sales forecast, Cash Budget, and analyze the same with monthly actual achievement. Responsible for the company's cost management, cost forecasting, cost control and analysis. Reduce consumption and save costs to improve the company's profitability.
- Raw material and packaging material variance analysis.
- Activity wise factory overhead analysis and report to control it within Budget.
- Process improvements: Cost Benefit Analysis of each activity in business Processes, identifying key and critical processes to operate at optimum Cost. Assess & Develop optimum utilization of resources by assessing optimum stock level.
- Designing Business Plans/strategies for maximizing revenue, profitability & liquidity.
- Conduct feasibility analysis of production facility CAPEX investment.
- Production facility wise manpower involvement feasibility analysis.
- BIDA, BSTI related legislative communication.
- Team coordinator of factory ERP (Oracle) software implementation.

### *Building Technology & ideas ltd.*

**Executive** (Central accounts)

(July'11 - Dec'11)

#### **Responsibilities:**

Monthly profitability report, Receivable schedule for every month end.

L/C registers Maintenance & calculation of landed cost of imported inventory.

Responsible for continuous update of inventory balance.

Preparation of Bank reconciliation



## ***Academic Qualifications***

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### **Masters of Business Studies (MBS):**

Finance & Banking, **1st class**, National University (Tejgaon College, Dhaka)

### **Bachelor of Business Studies (BBS):**

Finance & Banking, **1st class**, National University (Dhaka Commerce College)

### **Higher Secondary certificate:**

Business studies, **1st Division**, Rifles public school & college, Dhaka Board

Passing year: 2002

### **Secondary School certificate:**

Business studies, **1st Division**, Rifles public school & college, Dhaka Board

Passing year: 2000

## ***Training & Workshop:***

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Workshop on “Transfer pricing incorporation in Income Tax Ordinance’1984”.

“Strategy and culture workshop” conducted by Ranjan De Silva Sensei International

CMA to CEO: Growing towards Leading with Excellence, Thailand

Documentation & Procedure of L/C management.

VALUE ADDED TAX aptitude Training.

Language proficiency course “Institute of modern languages (University of Dhaka)”.

## ***Computer proficiency***

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### **Operating system:**

Windows XP professional, Windows 2007/2010.

### **Microsoft Office:**

Ms Word, Ms excel, Ms PowerPoint,

### **ERP system:**

Financial Accounting package (Oracle).

ERP on Supply chain management system. (Oracle).

## ***Personal Information***

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Father’s Name : Late Chowdhury Omar Faruke.

Mother’s name : Showkat Ara Khanum.

Nationality : Bangladeshi by Birth

Date of birth : 13th February 1986

Marital Status : Married

Religion : Islam

Blood Group : B+ (Positive)

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