

Rimon Karmokar

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Career Objective

To become an accounts & finance professional with great honor & appreciation; to deliver leadership in establishing deep relationships and to provide high levels of service to stakeholders.

Work Experiences

1. Strategic Equity Management Limited (SEML) An asset management company and a private equity fund manager. **Office at** House # 07, Road # 17, Kemal Ataturk Avenue, Banani, Dhaka – 1213. **Position-** Sr. Officer-Accounts & Tax compliance. **Duration-** June 2018 to ongoing.

Major Responsibilities:

- Calculation tax liability of all companies of Strategic Group, Directors & Expatriate.
- Prepare tax return, assessment of income & computation of tax liabilities thereon.
- Prepare of information regarding payment of salary (u/s 108) & withholding tax return (75A).
- Presence for hearing, assessment & settlement of income tax with Govt. authorities.
- Help accounts department to prepare annual report with tax compliance.
- Supervise & direct to the subordinate team member regarding preparing & maintaining all records of tax issues along with reconciliation & time to time reporting thereon.
- All kinds of tax audit faces like Divisional audit, AG audit & external audit on tax compliance.
- Calculation and deduction of tax & vat at source report thereon.
- Prepare & submit Tax & Vat challan & also issuance of certificate thereon.
- Liaison and closely work with consultants, company's others department, factory & depot and solve the barriers relate to company Tax & Vat issue.
- Overall roles of tax related works for the Company & its Directors with the support of all personnel of Strategic Group.
- Works at this sister concern of RMG name of the company **Gardenia wears Ltd.** IPO related works.
- Meeting with issue manager for IPO required documentation.
- Hearing attend with CFO at DSC & CSC as well as prepare documentation as accounts.

2. Snehasish Mahmud & Co. A renowned chartered accountants' firm and an independent member of DFK international. **Office at** Plot # 10, Road # 9, Block J, Baridhara, Dhaka-1212. **Last Position-** Supervisor. **Duration-** August 2014 to December 2017 (Articled Student) and January 2018 to May 2018 (Supervisor).

Responsibilities:

- Computation of the income tax computation and return as per Income Tax Ordinance 1984
- Submission of the Income Tax Return to the concerned authority u/s 82BB of the ITO, 1984.
- Obtaining Income Tax clearance certificate u/s 82BB.
- Review of the documents prepared by client to attend the hearing called by the Assessing officer.

- Collection of the assessment order and advising the client on the acceptability of the order.
- Prepare Grounds of Appeal, Memorandum of Appeal for filing appeal to the First Appellate Authority.
- Review of appeal documents prepared by client in support of grounds of appeal and written arguments on the grounds of appeal to attend the hearing.

Professional Qualification

Income Tax Practitioner (ITP) enlisted under National Board of Revenue (NBR).

CA (cc) Articleship & Completed

I have completed my article-ship from **Snehasish Mahmud & Co.** Chartered Accountant under **Mr. Snehasish Barua, FCA**. From 1 January 2015 to 31 December 2017.

ICAB Professional Exam (Knowledge Level): I have completed 100 (Taxation) marks in knowledge level under ICAB

Responsibilities As a Articled Student

- Ensure compliance of Income Tax and VAT related issues at transaction levels.
- Suggesting advanced and competitive methods for obtaining goals of the company.
- Monthly salary tax computation for employees of various clients.
- Monthly VAT calculation & return submission to VAT circle office of various client.
- Expatriates & individual tax computation and submission to tax authority
- Conducting statutory audit works.
- Physical stock & Cash counting and valuation as at the yearend in accordance with Accounting Standard.
- Expatriates & individual tax computation and submission to tax authority.
- Identify issues for reporting on the management letter, and other communications with management, and drafts the final documents for review by manager and partner.

Educational Backgrounds

■ Masters Of Business Studies (MBS): 2012 (Result published in 2015)

Major Subject : Accounting

National University, Habibullah Bahar University College, Dhaka.

■ Bachelor of Business Studies (BBS) : 2008-2011 (Result publish in 2014)

Major Subjects: Accounting

National University, Habibullah Bahar University College, Dhaka

Skills

Language Skills:

- Bangla (Mother Language),
- English (Working Proficiency)

Computer Skills:

- **Microsoft Office**- Excel, Word, PowerPoint, Access,
- **Accounting Software** -Tally ERP, QuickBooks

Personal Strengths

- Proactive attitude and always keen to learn new and interesting things,
- Extensive ability in building and maintaining relationships,
- Persistent in effort with proven leadership and commitment,
- Dedicated team player who stay stand until satisfactory result come

Relevant Training

Attended in training on Bangladesh Financial Reporting Standard (BFRS), Bangladesh Accounting Standard (BAS), Bangladesh Standard on Auditing (BSA), Transfer Pricing, VAT, Audit Methodology and tools training conducted by Snehasish Mahmud & Co.

References

Ehsanul Kabir

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