



## MD. FAYSAL SARKER

ICMAB, Intermediate Level-II, (800 out of 2000)

**Total Experience: 07 Years 03 Months**

### Employment History

Company : JMI Group



Position : Senior Executive

Job Period : **6.09 Years** (From August 10, 2015 to Present)  
Accounts & Finance

**Professional Skills & abilities** : Monthly, Quarterly & Annual Financial Statement  
Landed cost of LC  
Bank Reconciliation  
Deduct appropriate TDS and VDS from vendor, 75, 75 (A), 108, 108 (A) and quarterly return submit to NBR  
FDI report submit to Bangladesh Bank  
Cheque, Fund Transfer, RTGS, BEFTN, Pay order etc  
Fixed asset and Inventory management  
Disbursement employee salary & allowances, mobile bill, TA/DA  
Operate loan/liability  
Perform internal audit and cooperate with external auditors

Company : Purbani Group



Position : Accounts Officer (Costing)

Job Period : **06 Months** (from February 10, 2015 to July 31, 2015)

**Professional Skills & abilities** : Variance of budgeted cost and actual cost  
Compare order style wise CPM and SMV to forecast selling price of the respective style.  
Calculate process loss of Knitting, Dyeing, Finishing, Cutting and find out the reasons  
Prepare inventory report for each order style to judge overall accessories balance scenario at a glance.



### Professional Qualification

Course Name : CMA (Intermediate Level-II)

Institution : The Institute of Cost & Management Accountants of Bangladesh

### Academic qualification

**MBS,** **Tongi Government College, 2011**  
Major in Accounting National University  
First Class

**BBS (Honors)** **Tongi Government College, 2010**  
Major in Accounting National University  
Second Class (58%)

**HSC** **Gazipur Cantonment Board College**  
**Business Studies** **2006**  
GPA 4.20 out of 5.00

**SSC** **Kamarury Yousuf Ali High School**  
**Business Studies** **2004**  
GPA 4.06 out of 5.00

### DETAILS

#### Present Address:

Unique Heights, (04<sup>th</sup> floor)

117, Kazi Nazrul Islam Avenue

Ramna, Dhaka-1217

E-mail: faysalsarker682@gmail.com

Linkdin: <https://www.linkedin.com/in/md-faysal-sarker-68356b70/>

**Contact No: 01922-196620**

### CAREER

My career objective is to pursue in an esteemed organization where I can integrate my knowledge and competence to add value the organization and explore my potentials.

### FIELDS OF SPECIALIZATION

- Financial Reporting as per IAS and IFRS
- Tax, VAT, Customs Duty, Company tax assessment
- Bank reconciliation
- LC Costing
- Inventory management
- MIS & Budget
- Audit
- Banking
- Fixed Asset Register
- Income Tax Practitioner (ITP)

### PERSONAL INFORMATION

Ward No : 35

Post : Sign Board, National University,  
Gazipur City Corporation

Disctrict : Gazipur-1704

Date of Birth : 24th December 1989

Nationality : Bangladeshi

Marital Status : Married

Blood Group : A<sup>+</sup> (Positive)

National ID : 4635804422

## **SOFTWARE & SKILL**

MS-Word, MS-Excel, MS-Power Point, Diploma in Graphics Design, Diploma in Hardware & Troubleshoot, Auto Cad 2D, 3D & 3D Max, Troyee Software

## **EXTRA CURRICULAR ACTIVITIES**

Organization : Bangladesh Election Commission  
Designation : Data Entry Operator, Proof Reader  
Duration : 21 October 2007 to 25 December 2012

Ability of hard working for long time  
Ability of long journey  
Participated in debating in inter school  
Participated in inter district essay competition

## **LANGUAGE**

Bangla:  
Reading, writing, speaking-High  
English:  
Reading, writing, speaking-High

## **HOBBIES & INTEREST**

Traveling, listening music, reading novels and mingle with multicultural environments, eating food

## **WHY YOU WILL SELECT ME**

I am self-starter, team worker, young, energetic, self-motivated, quick learner, can lead and be lead, can take challenges and responsibilities to fulfill my targets, have good sense of time, analytical ability and creativity in profession & integrity in business behavior in profession.

## **REFERENCE**

### **Md. Ikbal Kabir Jahid, FCA**

AGM, A& F, JMI Group  
Unique Heights, Level-04  
117, Kazi Nazrul Islam Avenue, Ramna, Dhaka-1217  
Mobile no: 01313055642  
Email-jahid.acc@jmigroup-bd.com

### **Md. Kamal Hossain, ACA**

AGM, A& F, JMI Group  
Unique Heights, Level-04  
117, Kazi Nazrul Islam Avenue, Ramna, Dhaka-1217  
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## **Workshop & Training**

Training Title	Topic	Institute	Location	Year	Duration
Income Tax Assessment (Individual & Company) and Appeal Management	Tax Assessment after hearing (Individual and Company), Best judgment Assessment, Hearing preparation and documentation, Appeal to Appellate Income Tax authority	ICMAB	Nilkhet, Dhaka	2022	03 Day
The Registrar of Joint Stock Companies & Firms (RJSC) - Services and Return Filing	An overview of Company act 1994, Pre and post registration activities of RJSC, Online annual return submission, Memorandum and Articles change and amendment	ICMAB	Nilkhet, Dhaka	2022	05 Days
Pre IPO Preparation & Post IPO Compliance	Pre IPO planning and process, Capital raising process and capital structuring mechanism, Due diligence process, Timing and costing of fund raising through IPO	ICMAB	Nilkhet, Dhaka	2022	04 Days
"Training on VAT and Income Tax"	Ranjan Kumar Bhowmik, FCMA and Md. Abdur Rouf, Chairman Bangladesh VAT Forum	Bangladesh VAT Professional Forum	Kakrail, Dhaka	2019	Daylong
Computer Proficiency	Operating System, MS-Word, MS-Excel, MS- Power Point, Diploma in Graphics Design, Diploma in Hardware & Troubleshoot, Auto Cad 2D, 3D & 3D Max	Bit Comuters	Uttara, Dhaka	2012	3Months



## **Competency Statement**

I, the undersigned certify that to the knowledge and belief this brief bio-data correctly describes my qualifications and me. I understand that any willful misstatement described herein will lead to me disqualification or dismissal.

**Md. Faysal Sarker**