

MD SHAHADAT KARIM

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Work Address :

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CAREER SUMMARY

An engaged, self-driven and detail orientated seasoned professional having 18+ years' of experience in various local and multinational companies, both within and outside Bangladesh. I have worked with various ERP systems and have hands on experience working with multiple accounting and database software(s), which has helped myself solve complex organizational problems, generate enormous savings, and help the organizations invest in the right directions. I have experience in collaborating and negotiating with multiple external regulators and financial agencies, and also have sound understanding on end to end financial controls, budgeting, costing and implementation of best practices in the industries.

WORK EXPERIENCE & ACHIEVEMENTS

Head of Finance & Accounts

FM Plastic Industries Limited, Dhaka, Bangladesh (Jan 2018 – Present)

My works in this organization include supervision of daily works of accounts department & provide instructions to facilitate smooth functioning of the department. I am responsible for preparation of monthly, quarterly and yearly financial plans, and accountable to achieve them. Preparation of quarterly, half yearly and Annual **FDI** report for Bangladesh Bank, monitoring and scrutinizing annual budget for the company, submission of time bound evaluation reports to management committee fall within the ambit of my works. Following are few noteworthy achievements -

- ✦ Generated annual savings of 3.6 Million by investing in multiple capexs' equivalent 6 Million
- ✦ Established process control mechanism of payroll management and overtime expenses
- ✦ Initiated automation to control entry
- ✦ Updated pending Govt Tax reports of last 03 years by negotiating with NBR authorities
- ✦ Updated long pending share allotment registration for the organization at RJSE

Assistant General Manager

IG FOODS LIMITED, Dhaka, Bangladesh (Jan 2017 – Dec 2017)

I had assisted our CFO with preparation of financial statements and filings in regard to compliance with BAS. My regular activities included preparation of financial statements, provide analytical review & submission of organizational reports to Board of Directors on time. In addition, providing financial analysis, research and generate insights, and advise senior management on forecasting for long term was also within the ambit of my works. Some achievements with this organization are -

- ✚ Generated raw material procurement savings of BDT 1.5 Million per year by introducing competitive procurement structure
- ✚ Invested BDT 7 Million in various process automations, and thereby ensuring savings of BDT 3 Million per annum
- ✚ Automated the entry management for factory operators, overtime expense control – BDT 1.2 Million per annum

Deputy General Manager

Givensee Group of Industries Limited, Dhaka, Bangladesh (Jul 2016 – Dec 2016)

I was responsible for analyzing financial performance of the entire organization, and submission of reports to Management Committee time to time. I had analyzed & prepared financial statements and reports for Dhaka Stock Exchange (DSE) & Register Joint Stock Companies (RJSE), and had a good professional relationship with banking, legal, corporate and accounting professionals during my tenure here. Following are some of my achievements -

- ✚ Generated savings of more than 2.5 Million per year through Forex negotiations with banks
- ✚ Changed the face of embroidery system by automating it via investing in Jackered machines, which had improved the cost, productivity significantly and generated enormous savings
- ✚ Automated the entry management for factory operators, overtime expense control – BDT 2 Million per annum

Assistant General Manager

Somatec Pharmaceuticals Limited, Dhaka, Bangladesh (Nov 2013 – Jun 2016)

Supported the Financial Controller in the timely delivery of monthly accounts & annual accounts within the agreed timelines; along with the development of financial process and controls to ensure the integrity, accuracy and reliability of the financial information. Some of my achievements were -

- ✚ Improved client satisfaction by implementing a project tracker, that included client surveys and management evaluations.
- ✚ Eliminated invoicing duplication and related complaints by preparing bill and receipt for manual bills separately.
- ✚ Maintained accurate invoice summary and collection records to enhance monitoring of billing and cash inflows.
- ✚ Championed initiative to provide managing directors with monthly financial reports.
- ✚ Credited with cleaning up company accounts including uncovering and writing off old debtors and duplicate creditors, clearing journals and collaborating with external accountants in reclassifying expenses and assets.
- ✚ Invested in an effluent treatment plant (ETP), which ensured clean water to be discharged to the environment as per Environmental regulation board.
- ✚ Localized huge amount of raw materials, generating a savings of 1.5 Million per year.

General Manager – Finance & Accounts (International Exposure)

Golfrate Holding Angola Limited, Luanda, Angola (Jun 2006 – Oct 2013)

Golf Rate Holding is one of the leading trading/ manufacturing organizations all over the world having 300 Million USD per annum. I was based in its Luanda office, and was responsible for the overall financial performance of this organization having direct reporting responsibility to its headquarters in Lebanon. Apart from regular submission of monthly, quarterly & annual reports to management committee, I had provided analytical reviews on its performance and long term future plans to the board of directors. In addition, I had supervised the daily works of the accounts department, supported the project cash flow structure, and assisted project teams on projects costings, risk management, procurement etc. Following are some mentionable achievements with this organization -

- ✚ Cash flow of 65 Million (BDT equivalent) per annum by extensive Forex negotiations
- ✚ Expense control savings of over 10 Million (BDT equivalent) per annum in areas such as daily petty cash & other expenses
- ✚ Implemented safe operations in loading/ unloading process of 14 Tonner paper rolls by investing in higher capacity fork lifts, thereby also generating savings of 5 Million per annum
- ✚ Invested in multiple Capex's such as introducing racking systems in warehouses
- ✚ Introduced port survey process for 100% checking of all containers which arrived at Angola, which ensured demurrage claim for about BDT 20 Million per year
- ✚ Remodeled the fuel management operation for vehicles and generators for the entire group, which ensured 5 Million BDT per annum

Financial Reporting Manager

Orsacom Telecom-Banglalink, Dhaka, Bangladesh (Feb 2005 – May 2006)

I had assisted the CFO to prepare financial statements and filings to comply with BAS. I had performed the tasks of corporate consolidations and currency conversions for domestic and international locations, prepared annual budgets for monthly and quarterly evaluations and reported to its headquarters in Egypt. Some of my other activities included financial research to help long term forecasting, maintain client relationships and manage expectations, prepare reverse merger proforma financial statements and thereby conduct variance analysis for investor updates etc. Few of the achievements are -

- ✚ Ensured debottlenecking of process compliance of global OTIF reporting by introducing time bound report management system in Frango (German Accounting System)
- ✚ Expense control savings of 70+ lakhs BDT per annum in areas such as daily petty cash & other expenses
- ✚ Ensured 15 Million+ savings per annum by reinstating proper RFQ process in procurement by challenging the status quo

Finance Manager

Heidelberg Cement Bangladesh Ltd, Dhaka, Bangladesh (Jan 1998-Jan 2005)

My responsibilities included supervision of Daily works of Accounts Department & instruction facilitating smooth functioning of the department, preparation of time based financial evaluation reports and submitting to its Head quarters in Singapore & Germany, dealing with Tax, VAT, Treasury teams and regulators' etc.

- ✚ Annual savings of 15 lakhs+ per annum by remodeling logistics services for the employees
- ✚ Ensured savings of 40 Million in my tenure of 07 years by extensive Forex negotiations
- ✚ Ensured 50%+ ROI by investing in pneumatic conveying system replacing the age old technology to transfer RMs of Clinkers

INTERNATIONAL TRAININGS ATTENDED

- **IFRS (International Financial Reporting Standard)**
Arranged by Orascom Telecom in Egypt (2005) for 7 days
- **Group Financial Reporting System & Accounting Software Training**
Arranged by Heidelberg Cement in Singapore (2000) for 5 days
- **Group Financial Reporting System**
Arranged by Heidelberg Cement in Belgium (2000) for 5 days

PROFESSIONAL CERTIFICATION

Associated as an articled student with **S.F Ahmed & Co.** Chartered Accountants (a reputed Chartered Accountants firm of Bangladesh) as part of Chartered Accountancy course under The Institute of Chartered Accountants of Bangladesh from 27.2.1992 to 26.28.1995 and thereby completed Chartered Accountancy Course (all papers) in 1995

PROFESSIONAL SKILLS

Financial Statements	Auditing	Costing
Budgeting & Controlling	Procurement	Tax & VAT
Receivable & Payable Control	IFRS	Inventory Monitor & Control
Planning and Forecasting	Cash Flow	External regulator management

SOFTWARE SKILLS

- ✚ Frango – Management Reporting Application Software
- ✚ Exact – Worldwide used multi user Accounting Application Software
- ✚ Pastel
- ✚ Oracle Application
- ✚ Sage Line 100
- ✚ Microsoft Office (Excel, Powerpoint, Word)

ACADEMIC RECORDS

- ✚ **Master of Commerce in Accounting**- Dhaka University, Dhaka, Bangladesh
- ✚ **Bachelor of Commerce** - Dhaka City College, Dhaka, Bangladesh

PERSONAL DETAILS

- ✚ Name: Md. Shahadat Karim
- ✚ Father's Name: Late Md. Shamshir Ali
- ✚ Mother's Name: Meherunnessa
- ✚ Present Address: House 48, (Flat A-3) Road 01, Sector 09, Uttara Dhaka 1230
- ✚ Permanent Address: House 48, (Flat A-3) Road 01, Sector 09, Uttara Dhaka 1230
- ✚ Date of Birth: 30 April 1968
- ✚ Marital Status: Married

REFERENCES

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| ✚ Mr. Asadul Islam, FCA | Group CFO-Islam Group | Mobile: 01713423644 |
| ✚ Mr. Abu Kauser Mallick | Finance Director, RAJUK | Mobile: 01713486716 |