



CONTACT

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TRAINING & CERTIFICATION

Training on Manufacturing Company

Syful Shamsul Alam & Co.
2019, 10 days

Training on Bank Audit

Syful Shamsul Alam & Co.
2017-2019, 2 Months each year

Contemporary Challenges for the Accounting Profession

Syful Shamsul Alam & Co.
2018, 7 Days

Contemporary Challenges for the Accounting Profession

Syful Shamsul Alam & Co.
2018, 30 Days

Audit of Local Government Support Project (LGSP)

Local Government Division and ICAB, 2017-2018, 2 days each year

Diploma in Office Management and Hardware Assembling

National Youth Training Academy (NYTA), 2015, Six Months

MD. MAZHARUL HAQUE

CA (CC) WITH CERTIFICATE LEVEL QUALIFIED

CAREER OBJECTIVE

I strive to be part of an organization where I can utilize and apply my experience and knowledge for the benefit of the organization. I hope my commitment and sense of integrity towards the professional environment of your organization will enhance its development as well as my growth.

EXPERIENCE

Tung Hing (BD) Manufactory Ltd., June, 2020 – Present

Senior Executive (Finance & Accounts)

- Take physical inventory, valuation and recording in monthly closing accounts.
- Prepares and records asset, liability, revenue, and expenses entries by compiling and analyzing account information.
- Maintains general ledger by transferring subsidiary accounts; preparing a trial balance; reconciling entries.
- Summarizes financial status by collecting information; preparing balance sheet, profit and loss, and other statements in compliance with generally accepted accounting principles and company procedures.
- Implementing and ensuring TDS rules/Section at the transaction level.
- Computation of annual income tax liability and recording the accounting entries.
- Prepare, fill up IT Return, and filing into the govt. Reporting location.
- Submit monthly VAT Return and other documents to VAT authority in a timely manner.
- Provide all kinds of Tax related documents to external auditors.

UHY Syful Shamsul Alam & Co. Chartered Accountants, November 2019 – May, 2020

Audit Supervisor

Oversees audit planning, field work, and audit reporting; communicates findings and recommendations to line and senior management; review automated audit work papers prepared by the audit staff to ensure sound audit theory and compliance with applicable laws and regulations.

PROFESSIONAL CERTIFICATION

CA CC

UHY Syful Shamsul Alam & Co.
April, 2020

CA Certificate Level Qualified

Institute of Chartered Accountants of Bangladesh, May-June 2019

EDUCATION

Master of Business Administration (MBA)

Major in Accounting and Information Systems (AIS) with CGPA: 3.50 out of 4.00

Jatiya Kabi Kazi Nazrul Islam University, June 2014

Bachelor of Business Administration (BBA)

Major in Accounting and Information Systems (AIS) with CGPA: 3.38 out of 4.00

Jatiya Kabi Kazi Nazrul Islam University, June 2013

EXPERIENCE IN AUDITING

- ❖ Biman Bangladesh Airlines Limited
- ❖ Lanka Bangla Asset Management Limited
- ❖ Tung Hing Manufactory (BD) Limited
- ❖ Bangladesh Infrastructure Finance Fund Limited (BIFFL)
- ❖ NGOs
- ❖ Cash Incentive
- ❖ World Bank's Project

EXPERTIES

Microsoft Word



Microsoft Excel



Microsoft PowerPoint



Financial Accounting and Reporting



External Audit



Internal Audit



Tax and Regulatory Compliance



IASs, IFRSs & ISAs



LANGUAGES

Bengali



English



Hindi



Higher Secondary Certificate (HSC)

Business Studies with GPA: 4.60 out of 5.00

Dhaka Board

June 2009

Secondary School Certificate (SSC)

Business Studies with GPA: 4.63 out of 5.00

Dhaka Board

June 2007

SKILLS

- Financial Accounting
- Financial Reporting
- Income Tax
- Tally ERP-9
- Quick Books Software
- Creative
- Adoptable
- Communication Skills
- Organized
- Microsoft Word, Excel & PowerPoint

HOBBIES

- Reading Books
- Travelling
- Listening Speeches
- Playing Cricket
- Reciting Holy Quran

PUBLICATION

Hossain, S.K., Khan, M.R. and Haque, M.M., 2018. Corporate voluntary disclosure practices and its association with corporate attributes: an empirical investigation of listed and non-listed commercial banks in Bangladesh. International Journal of Managerial and Financial Accounting, 10(4), pp.331-351.

PERSONAL DETAILS

Father	: Md. Emdadul Haque
Mother	: Anjuman Ara Begum
Date of Birth	: 10 th January, 1991
Permanent Address	: Bhalukber, Shohagi, Ishwargonj, Mymensingh.
Nationality	: Bangladeshi
National ID No	: 19916113185000003
Religion	: Islam
Marital Status	: Married
Blood Group	: B+

REFERENCES

Md. Emran Hoshen, ACA
Executive Officer, Head Office, FCAD
Southeast Bank Limited
Eunoos Center (Level-2)
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(ICAEW)
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I, the undersigned certify that the aforementioned information is correctly and accurately described.

Md. Mazharul Haque