

Curriculum Vitae

MD. KAMRUL HASAN

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CAREER OBJECTIVES AND SUMMARY

To obtain a challenging position in a highly professional business environment where my resourceful experience and academic skills will add value to organizational operations. I have 3 (three) years working experiences at multinational company as an Executive, Accounts and Finance. I have 4 years working experience in Hotel-J as a supervisor in housekeeping which teach me communication with different people in the world give well service work teamwork with all department. I have well experienced in cost controlling, report analysis and good observation of eye contact. Able to manage different countries people using attitude and eye contact even though if they don't know nation languages and international languages. "Overall Performances Award-2009" awarded by Nokia EA Limited MTBL HUB. I have very well diploma from prestigious business school on supply chain management.

WORK EXPERIENCES

• Dates (From – To)

- Name and Address of Employer
- Type of Business or Sector

From 11th September, 2014 to till 5th March-22

Miss Clara (2014-2016) & Hotel J (2017-till) – Nobis Group – Stockholm, Sweden

Hotel Management Service in Stockholm

Indoor Logistics, Maintenance Service, Room Management & Control

Ensuring high quality services.

• Dates (From – To)

- Name and Address of Employer
- Type of Business or Sector
- Occupation or Position Held
- Award
- Main Activities and Responsibilities

From 20th August, 2007 to 19th August, 2010

Mobile Technic (BD) Ltd "Nokia Care" Dhaka, Bangladesh.

Telecommunication, "Authorized Care Center of Nokia"

Accounts & Finance, Executive

Over All Performances Award - 2009

- ⇒ Planning and Controlling of Financial Operations,
- ⇒ Analyzing and Maintaining Accounting Systems (Tally. ERP 9 – A Comprehensive accounting and inventory software And MS Excel)
- ⇒ Profit & Loss Accounts all branches,
- ⇒ Cashbooks and bookkeeping all branches,
- ⇒ Auditing and other Issues of Inventory,
- ⇒ Developing and Implementing the Financial Policies,

• Dates (From – To)

- Name and Address of Employer

From 1st February 2007 to 30th April 2007

EXIM Bank Limited (Mirpur Branch)

Mirpur Branch: Srayoshe Tower, Mirpur-10, Dhaka, Bangladesh

Conventional, Foreign Banking

Internship,

- Type of Business or Sector
- Occupation or Position Held
- Main Activities and Responsibilities

- ⇒ Conventional Banking (How to Control the Customer Demand?),
- ⇒ L/C Opening (Mother L/C, Back to Back L/C) procedure,
- ⇒ My Internship Report on Investment Procedure.

EDUCATION

- **Diploma**

- Name and Type of Organization Providing Education

*Institute of Business Administration, University of Dhaka, Bangladesh
Supply Chain Management*

- **Dates (From – To)**

From September-2011 to June-2012

- Name and Type of Organization Providing Education

“University West” Trollhattan, Sweden

- Principal Subjects/Occupational Skills Covered

Major Subject: International Business (International Management, International Trade and Development, International Accounting, International Marketing, International Finance and Business Research)

- Master’s Thesis Research Paper

Working Capital Management: Effect of Cash Conversion Cycle on Firm’s Profitability (Analysis on top six Global Computer Technology Companies)

- Title of Qualification Awarded

Master of Business Administration (MBA) – International Business

- **Dates (From – To)**

January - 2003 to December - 2006

- Name and Type of Organization Providing Education

“Asian University of Bangladesh” Private University in Bangladesh

- Principal Subjects/Occupational Skills Covered

Major Subject: Finance & Accounting (Financial Accounting I & II, Taxation, Corporate Finance, Working Capital Management, International Finance, Capital Investment Decision, Financial Reporting & Presentation, Financial Analysis and Control, Security Analysis and Portfolio Management, Companies SWOT Analysis.)

- Internship Report

Izara Bil Baia and Baia-Muazzal, Shariah Based Credit Policy of the EXIM Bank of Bangladesh Limited

- Title of Qualification Awarded

Bachelor of Business Administration (BBA) - Finance

LANGUAGES

- English

Reading Skills

Writing Skills

Verbal Skills

IELTS 6,5 and Swedish Educational Level B

- Swedish

Completed – Swedish for International Student-1, 2 & 3 (Final),

- Bengali

High Standard communication working and Mother Tongue

- Hindi & Urdu

Understandable

COMPUTER SKILLS AND COMPETENCES

- MS Excel – Maintaining working sheet for Financial Statement (atleast 24 Sheets), Prepared Daily Cash Flow report to management, Report Analysis and presenting to management twice a year and on Demand with Excel Chart. Following hyperlink and connect with formula
- MS word following main marge, report prepare.
- Office outlook, Powerpoint, and etc
- SPSS Software - Data analysis of Financial Statement and find out the statistical information to solve the critical problem,
- Tally. ERP 9 – A Comprehensive accounting and inventory software – Daily book keeping and Data transfer to MS Excel and fixing bugs in the report.

AWARD AND SCHOLARSHIPS

- “Best Senior Patrol Leader” in Dhaka, Bangladesh – 1999-2000 (School-BD)
- Semester Scholarship at AUB, Dhaka, Bangladesh – 2005-2006 (University-BD)
- “Overall Performance Award” Dhaka, Bangladesh-2009-2010 (Office-BD)
- Swedish Government full free tuition fees – 2011/2012 (University-SWE)

REFERENCE

On Request