



MD RAZU AHMED

Profile

A confident enthusiastic and skilled accounting professional with a keen eye for details and flair for accounting and financial procedures. Exceptional analytical & problem solving ability and able to drive out inefficiencies through the late & innovative ideas of Accountancy, Finance, Auditing, etc. as well as process development.

CAREER OBJECTIVES

With the innovative accounting professional skills, I would like to develop my career as a professional accountant. The knowledge and skills which I have acquired from the Chartered Accountancy Course, I would be able to perform accounting works independently and efficiently.

CAREER SUMMARY

Chartered Accountancy Course:

Position	Audit Assistant
Training area	Providing Auditing, Taxation and Accounting services to the clients.
Duration	(08 July, 2018 to 06 November, 2021)
Company Name	A. WAHAB & CO. Chartered Accountants under the Institute of Chartered Accountants of Bangladesh(ICAB) which is also a member of Leading Edge Alliance (LEA)
Registration No.	30431/19

EXPERIENCE IN ACCOUNTING SERVICE

Work On

Company Name: Rahim Steel Mills Co. (Pvt.) Ltd.
Address: 29, 10 K.M. Das Lane, Dhaka 1203,
Designation: Account Executive

Responsibilities

- Checked and verified all kinds of bill, Voucher for ensuring the accurate accounting
- Posted all kind of transaction through simply accounting software
- Salary tax calculation, Challan prepared
- Prepared bank reconciliation
- Prepared form 108, Withholding tax return 75A (u/s 108 & 75A of ITO1984)
- L/C related work
- Prepared annual financial statement
- Participated in cost budgeting work with other department

EXPERIENCE IN AUDITING

Nature of the Company	Name of the Company	Scope of Work
Bank	• Probashi Kallyan Bank	External Financial Audit, Internal Control System, Internal Audit, Management Audit and Inventory Audit.
Insurance Company	• Rupali Insurance Company Ltd.	
Public Limited Company	• Monno Ceramics Ltd.	
	• Monno Jute Stafflers Ltd.	
	• ADN Telecom Ltd.	
	• Ambee Pharmaceuticals Ltd.	
Private Limited Company	• Bangladesh Hotels Ltd.	
	• Turag Garments & Hosiery Mills Ltd.	
	• Kimberly Fashion Ltd.	
	• Asiatic Marketing Communication Ltd.	
Manufacturing Company	• Akij Holdings Ltd.	
	• Rahim Steel Mills Ltd.	
	• New Grameen Motors Ltd.	
	• Cross Line Oven	
Proprietorship Business	• Donglian fashion Ltd.	
	• Donglian Apparel Ltd.	
	• The Dress & The Ideas	
	• Care Bangladesh	
Development Organizations/ NGO's	• United Purpose	
	• Management Sciences for Health	
	• Save the Children	
	• Rajuk Uttara Model College	
College	• Hamdard Public College	
Inventory Count	• DBL Group	
	• Turag Garments & Hosiery Mills Ltd.	

CONTACT ADDRESS

House: G.P.Cha-43/7,
 Wireless Gate, Mohakhali,
 Gulshan, Dhaka-1212.
 Mobile: 01714-642388

EDUCATION

Professional Degree CA-CC

A. Wahab & Co.
Certificate Level ICAB
Reg: 30431/19

Academic Qualification:

MBA (Accounting)
 Dhaka College, Dhaka
University of Dhaka
 Session: 2015-2016
 CGPA: 2.83 out of 4

BBA (Accounting)
 Azam Khan Govt.
 Commerce
 College, Khulna
National University
 Session: 2010-2011
 CGPA: 3.03 out of 4

HSC (Business Studies)
 Dargahpur S.K.R. Higher
 Secondary School
 Passing year 2010
 GPA: 4.30 out of 5.00

SSC (Business Studies)
 Shaheed Kamrul
 Memorial High School
 Passing Year 2008
 GPA: 4.50 out of 5.00

LANGUAGE

Bangla: Native
English: Proficiency

EXPERIENCE IN TAXATION

Nature of Assessment	Name of the Client	Scope of Work
Individual	• BAUER Bangladesh (foreigner stuff)	Salary Tax Calculation
	• Lindex (foreigner & Local stuff)	
	• Danish Embassy (Local stuff)	
Company	• Janata Jute Mills Limited	Company Tax Calculation
	• SBT Japan	

SKILLS

Accounting Package:
• Quick Books
• Tally

TRAINING SUMMARY

Topic	Institute	Location	Year	Duration
IFRS, IAS, ISA	A. Wahab & Co.	Dhaka	2018	10 Days
VAT and TAX	A. Wahab & Co.	Dhaka	2018	15 Days
Tally software	Process IT Ltd.	Dhaka	2019	10 Days

COMPUTER LITERACY

• Office Programs (MS Word, MS Excel, MS PowerPoint)

PERSONAL DETAILS

Father's Name	:	Piar Ali Sarder
Mother's Name	:	Jahanara Khatun
Date of Birth	:	15 September 1992
Gender	:	Male
National Id No.	:	19924716483000260
Permanent Address	:	Vill: Arazi Bhabanipur, Post: Banka Bhabanipur, Upazila: Paikgacha, District: Khulna.

SOCIAL

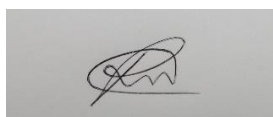
 Gmail
razuawc@gmail.com

REFERENCE

A.N.M Nurul Wahab, CPA (USA), FCMA, FCA (Managing Partner) A. Wahab & Co. - Chartered Accountants Mobile: +8801819-214692 E-mail: nwahab@awahabco.com Head Office: Hotel Purbani, Annex – 2(4thFloor) 1, Dilkusha, Dhaka-1000 PABX – +8802223355626 Relation: Professional	Md. Showkat Hossain, FCA (Senior Partner) A. Wahab & Co. - Chartered Accountants Mobile: +8801755-583712 E-mail: showkathossain53@gmail.com Head Office: Hotel Purbani, Annex – 2(4thFloor) 1, Dilkusha, Dhaka-1000 PABX – +8802223355626 Relation: Professional
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PERSONAL DETAILS

I, the undersigned, declare that the information specified in this Resume is true to the best of my belief and knowledge and correctly describes me, my qualification and experience and myself.



Md. Razu Ahmed