

# MALIHA PRETE

# -Former UTA

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163, West Manikdi, Cantonment, Dhaka-1206

Visit My Portfolio: www.malihaprity-portfolio.com

# **PROFILE SUMMARY**

Experienced and detail-oriented with a strong background in finance, accounting, and strategic planning. Proven track record of optimizing financial processes, managing budgets, and analyzing financial data to drive business growth. Skilled in risk management, financial reporting, and regulatory compliance. Possesses excellent analytical skills and the ability to communicate complex financial concepts effectively. Dedicated team player with a commitment to achieving organizational goals and fostering a culture of excellence.

#### **EDUCATION**

**East West University** 

2020 - 2024(Spring)

- Bachelor Of Business Administration. ( Major in Finance )
- CGPA 3.83

#### Shaheed Bir Uttam Lt. Anwar Girls College

2016-2018

- · Higher Secondary Certificate.
- GPA 4.75

# Hajiganj Pilot Girls High School

2007 - 2016

- Secondary School Certificate
- GPA 5.00

## **WORK EXPERIENCE**

## Undergraduate Teaching Assistant | East West University

JANUARY'2023 - DECEMBER'2023

- · Proctoring Examinations.
- · Administrative work.
- · Meeting with students during office hours.
- Assisting faculty with classroom instructions, records & assignments.

#### PROFESSIONAL SKILL

- MS Word
- InternationalFinancial Management
- Managerial Finance
- MS Excel Financial
- Financial Analysis and Control
- Management of Commercial Banking
- Real Estate Finance
- Risk Management & Insurance
- Financial Institutes & Markets
- Texation
- Investment Analysis
   & Management

#### ACHIEVEMENTS.

- Merit Scholarship from spring 2023 to fall 2023 issued by East West University.
- Medhalalon Scholarship from spring 2022 to fall 2022 issued by East West University.
- General Grade Scholarship in SSC 2016 issued by Cumilla Board.

#### CERTIFICATES.

- Attend an Excel basic to advance workshop, participates in a competition & compete till
   2nd round in Excel. Organized By Finxcel.
- Attend in a capital market workshop which took place at East West University & organized by BICM (Bangladesh Institute Of Capital Market )

#### PROJECTS.

• Projects Name: A Comprehensive Analysis of NBFI's Performance: Evidence from Bangladesh .

View Full Projects

#### SOFT SKILLS

Leadership Management

**Event Planning** 

Presentation

**Photography** 

# **LANGUAGES**

Bangla - Fluent Reading, Writing, Listening, Speaking

English - Fluent Reading, Writing, Listening, Speaking

#### REFERENCE.

Dr. Mahnoor Sattar Asst. Professor,

Dept. Of Business Administration,

East West University

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Jannatul Ferdous Shetu

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I do hereby declare that given information above is true. And I am the only responsible for any misinformation.

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