

SHADHON BISWAS

Assistant Manager (Taxation & Corporate Affairs)
ACNABIN, Chartered Accountants
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Career Objectives



To achieve a position of dignity and responsibility as a professional through adding value to the organization by utilizing my knowledge and professional skills regarding Accounting, Finance, Income Tax & VAT related areas.

Career Summary



- Efficient corporate tax planning in order to place the organization in a positive position in terms of reduction of income tax liability, minimization of litigation, and productive investment.
- Computation of income tax liability for the year ended along with the amount of tax to be paid in advance u/s 64 of the Income Tax Ordinance (ITO), 1984 and filing of the income tax return u/s 75, withholding income tax return u/s 75A and annual salary statement u/s 108 of the ITO, 1984;
- Attending hearing at office of the Deputy Commissioner of Taxes (DCT), the Commissioner (Appeals) and Taxes Appellate Tribunal for purpose of corporate and individual income tax assessment;
- Responding notices from the Income Tax, VAT, and other regulatory authorities;
- Individual income tax planning and assessment;
- Preparing and filing the VAT Return, maintaining required books and documents related with the VAT, appeal against any order made by the VAT authority which contradicts and against the spirit of the VAT law and which is made against the organization;
- Company income tax planning and assessment.

Professional Qualification



Successfully passed **05 (Five)** subjects in Professional Stage (Certificate level) from The Institute of Chartered Accountants of Bangladesh (ICAB).

Article ship Period



Three years of CA Article ship has completed on 14 June 2020 under the supervision of Iftekhar Hossain, FCA at ACNABIN, Chartered Accountants, an Independent member of Baker Tilly International, UK. ICAB registration No. is 28341/17.

Academic Qualification



<u>Degree</u>	<u>Major</u>	<u>Result</u>	<u>Institute</u>	<u>Passing Year</u>
Masters of Business Studies	Accounting	CGPA:3.08	Dhaka University	2016
Bachelor of Business Studies	Accounting	CGPA:3.60	National University	2014
Higher Secondary Certificate	Business Studies	GPA: 4.90	Jessore Cantonment College, Jessore	2010
Secondary School Certificate	Business Studies	GPA: 4.81	Bagdanga High School, Magura Sadar	2008

Workshop
and Training



- Participated in various workshops on Accounting, Tax, VAT and IT issues arranged by ACNABIN;
- Participate in training course on VAT and SD Act, 2012 and VAT and SD Rules, 2016 arranged by ACNABIN;
- Participate in training course relating to audit planning, risk assessment, disclosure in financial statements in compliance with International Accounting standards (IASS) conducted by partners and managers of ACNABIN, Chartered Accountants.

Work
Experiences



Articled Student

ACNABIN Chartered Accountants

Job Description

- ✚ Preparation of annual financial statements;
- ✚ Annual audit of financial statements;
- ✚ Tax & VAT planning;
- ✚ Reviewing of the audited Financial Statements for taxation purpose;
- ✚ Computation of taxable income and filling of Income Tax Return as per Income Tax Ordinance, 1984;
- ✚ Computation of withholding tax and filling of Withholding Tax Return under Section 75A of the Income Tax Ordinance, 1984, to tax circle office;
- ✚ Finalization of company assessment with the tax authority;
- ✚ Preparation and submission of salary statement of tax deduction from salary under Section 108 of the Income Tax Ordinance, 1984;
- ✚ Preparation and submission of quarterly statements to BIDA, bank and tax circle office;
- ✚ Preparation of PF financial statements;
- ✚ Preparation of purchase book (Mushak-6.1) and sales book (Mushak-6.2);
- ✚ Preparation and submission of VAT Return (Mushak-9.1);
- ✚ Attending hearing at different tax and VAT authority levels;
- ✚ Facilitating appeal management including grounds and memorandum preparation; and
- ✚ Corresponding with tax and VAT authorities and consultants.

Computer
Literacy



















- Microsoft Office (Word, Excel, PowerPoint) and outlook;
- ERP Software (BOSS, Tally);
- Sound knowledge on internet operation.

Interest &
Hobbies



- Traveling;
 - Watching Cricket and Football games; and
 - Enjoying Music and Movies.
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Personal Information 	<div> <div>Personal</div> <div>Memoranda & Background</div> </div> <div> : Father's Name : Gour pada Biswas : Mother's Name : Ratna Biswas : Date of Birth : 21 May 1992 Permanent Address : Vill.: Kalinagor, P.O: Magura, Thana: Magura (Sadar), Dist.: Magura Nationality : Bangladeshi National ID No: : 597 542 4028 Marital Status : Single Height : 5'-5" Religion : Hindu Blood Group : O+ </div>
Experience with Major Clients 	<div>  Accenture Communications Infrastructure Solutions Ltd. (Former Grameenphone IT Ltd.)  Axiata Digital Bangladesh Private Limited  Grameen Phone Limited  Wipro IT services Limited  Manhattan Limited, Bangladesh Liaison Office  Yves Dorsey, Bangladesh Liaison Office  TMS International Limited, Bangladesh Liaison Office  OSJI Joint Venture  Tokyu Construction Ltd. Dhaka Brach Office  JFE Engineering Corporation, Bangladesh Branch Office  SUBEX Bangladesh Private Limited  Technaf Solartech Energy Limited </div>
Work Experience 	<ul style="list-style-type: none"> Assistance Manager, Taxation and Corporate Affairs. (15 June-2020 - Present). ACNABIN, Chartered Accountants BDBL Bhaban (Level-13 & 15), 12, Kawran Bazar Commercial Area, Dhaka-1215. I have faced several times against appeal hearing and tribunal hearing with the Id. DCT, IJCT and Appeal Commissioner. I have also prepared the Appeals ground and relevant documents for hearing.
References 	<div> <div> A.S.M Nayeem, FCA, FCCA Senior Partner of ACNABIN C.A. ICAB Reg. # 353 E-mail: <nayeem@acnabin-bd.com> Mobile: 01819310936 </div> <div> Md. Nazrul Islam, ACA Manager ACNABIN Chartered Accountants Email: <nazrul@acnabin-bd.com> Mobile: 01516-174623 </div> </div>

Declaration

I, the undersigned, certify that, to the best of my knowledge and belief, these data correctly describe me, my qualification.

Shadhon

(Shadhon Biswas)