

MD SADIK HOSSAIN



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CA-CC, MBA, BBA

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+88 01751455557

Address:

Dhaka Cantonment,
Dhaka-1206

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.

Key Competences:

- 4 years of relevant experiences in accounts jobs, auditing & inspection.
- Well known with IFRS, IAS and ISA.
- Acquainted with financial accounting and reporting.
- Well known with Income Tax Ordinance, 1984 and Income Tax Rule, 1984.
- Value Added Tax 1991.
- Well known with Companies Act, 1994.
- Acquainted with international

Career Objective

With the innovative accounting professional skills, I would like to develop my career as an Executive Accounts or professional Accountant. The knowledge and skills which I have acquired from Chartered Accountancy Course, I would be able to perform Accounting, Audit, **Tax & VAT** works independently and efficiently. Currently looking for a challenging position in the field of Accounting, Audit, Tax & VAT.

Chartered Accountancy Course

Three years Chartered Accountancy course completed from **A. Wahab & Co. (Chartered Accountants)** under The Institute of Chartered Accountants of Bangladesh (ICAB) vide registration **30353/18 Articleship/CC Period 13-Oct-2018 to 12-Oct-2021**. A. Wahab & Co. (Chartered Accountants) is a member firm of The Leading Edge Alliance (LEA) (www.leadingedgealliance.com). LEA is a top accounting and consulting firm in the world. I was trained there in Auditing, Accounting as well as Taxation and provided accounting services to a number of clients.

Experience in Accounting Works & Financial Audit As an Assignment within the Audit Firm	Duties/Responsibilities:
<p>During the tenure of my Chartered Accountancy Course, the Financial Statements of the following Companies/Organizations have been audited/reviewed by me as a part of Internal or External Audit.</p> <ul style="list-style-type: none"> ➤ TORRECID (India Pvt. Ltd.) ➤ SBT Japan Ltd. ➤ Toshiba Asia Pacific Pte Ltd. ➤ GPE International S.A. ➤ MK Footwear Ltd. ➤ Turag Garments & Hosiery Mills Ltd 	<ul style="list-style-type: none"> • Check and verified all kind of bill, voucher for ensuring the accurate accounting transaction. • Posting all kind of voucher through software. • Handling cash, inventory & other accounts related issue. • Managing petty cash & banking transactions and making reconciliation at the end of month. • Checking payroll prepared by HR. • Preparing monthly, quarterly & annually different kind of reports and accounts. • Cheque Writing & Payment made. • Examining the TDS & VDS have been deducted where applicable. • Calculation of Salary Tax. • Mail corresponding with India office (TORRECID), Japan Office (SBT & TOSHIBA), Franch office (GPE) Send the cash and bank balance to daily/weekly/Monthly Reports. • Advising and assisting in preparation and maintenance of books of accounts i.e. ledger, cash book, bank book, vouchers, bank reconciliation monthly. • Prepare the Financial Statements with Accounting Software Such as: QuickBooks. • Submitting FDI report & Quarterly report to bank. • Prepare annual report for tax assessment

Professional Skills	Computer Skills	Personal Skills
▪ Accounting & financial reporting	▪ QuickBook, Tally & ERP	▪ Self- motivated, Time management
▪ Monthly VAT/Tax Returns	▪ Microsoft Power Project	▪ Adaptability analytical astrategic planning
▪ Tax & VAT Advisory	▪ Microsoft Office	▪ Cope with work pressure Quick learner
▪ Spreadsheet Formulas for Accounts & Finance	▪ Simply Accounting	▪ Team oriented International Communication

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Training Summary

Training Title	Topic	Institute	Location	Year	Duration
Business Entrepreneurship	Business Entrepreneurship	Crash Course	Online	2021	1 day
Excel Crash Course	Spreadsheet Formulas for Finance	Corporate Finance Institute	Online	2021	7 days
Reading Financial Statement	Professional Study	Corporate Finance Institute	Online	2020	1 Month
Rin Career Ready Academy Course	Career Course	British Council	Dhaka	2016	2 Months



National University, Kushtia Govt. College, Kushtia Session: 2016-2017	Master of Business Administration (MBA) Major in Accounting, CGPA 3.16 out of 4.00
National University, Kushtia Govt. College, Kushtia Session: 2012-2016	Bachelor of Business Administration (BBA) Major in Accounting, CGPA 3.11 out of 4.00
Kushtia Govt. College, Kushtia Session: 2012	Higher Secondary Certificate (HSC) Business Studies GPA 4.70 out of 5.00
Durbachara Secondary School, Kushtia Session: 2010	Secondary School Certificate (SSC) Science GPA 4.88 out of 5.00

Personal Information

Name : Md Shadik Hossain

Father's Name : Md. Rafiqul Islam

Mother's Name : Ayesha Khatun

Date of Birth : 29 November 1994

Nationality : Bangladeshi by Birth

NID Number : 553 847 1722

Religion : Islam

Sex : Male

Marital Status : Unmarried /Single

Present Address : Matikatha, ECB Chatter, Dhaka Cantonment, Dhaka-1206

Permanent Address : Lahini Moddopara, Lahini, Kushtia Sadar, Kushtia-7001

References:

Md. Showkat Hossain, FCA (Partner) A. Wahab & Co. (Chartered Accountants)
Mobile: 01755-583712 E-mail: showkathossain53@gmail.com
Hotel Purbani, Annex-2 (4th Floor) 1, Dilkusha, Dhaka-1000, PABX - 7161517, 716926

Declaration:

I certify that, to the best of my knowledge and belief, this resume correctly describes me, my qualification, and experience.


Signature