



NIKHER AHMED SARKER

House No-272/2/A/1, Flat No-3/A
Road No-Mazar Road
Thana-Darus Salam, Mirpur-1, Dhaka-1216.

E-mail: nikhar.sharker@yahoo.com

Website:
www.facebook.com/nikharahmedsarker

Phone: 01671353858

CAREER OBJECTIVE

To obtain a challenging **leadership position** and **new business development position** by adding value through utilizing my **superior knowledge, experience, efficiency** and **selling abilities** in the business to the business ground.

WORK EXPERIENCE

Orange Bangladesh
Executive Officer (Finance & Accounts)

16 June 2020 — Present

- Preparing Financial Budget & Monthly Sales Report.
- Tracking to manage the inventory in Real Time.
- Keeping daily records in Redbook.
- Invoicing.
- Making investment analysis report & payroll management of the organization.

EDUCATION

Master of Business Administration (MBA)

March-2018 — November- 2019

University of Dhaka

Successfully completed **Master of Business Administration** program under the Department of **Accounting & Information Systems**. I obtained CGPA **3.63** in the MBA program.

Bachelor of Business Administration (BBA)

January-2014 — December-2017

University of Dhaka

Successfully completed **Bachelor of Business Administration** degree from the Department of **Accounting & Information Systems** I obtained CGPA **3.48** in the BBA program.

Higher Secondary Certificate (HSC)

June-2010 — July-2012

Dhaka Commerce College

Successfully completed Higher Secondary stage under **Business Studies** discipline. I obtained GPA: **5.00** in **Higher Secondary Certificate** Exam.

Secondary School Certificate (SSC)

January-2008 — May-2010

Dhaka Residential Model College

Successfully completed Secondary School stage under **Business Studies** discipline. I obtained GPA: **5.00** in **Secondary School Certificate** Exam.

| | |
|-----------------------------------|--|
| PROFESSIONAL QUALIFICATION | Cost & Management Accounting Accomplished 500 marks out of 1700 marks. |
| PUBLICATION | Successfully published a journal in International Journal of Management, Accounting & Economics on " Environmental Accounting Disclosure Practices in Bangladesh and Its Impact on Investor Decisions ". |
| QUALIFICATIONS | <ul style="list-style-type: none"> • Internal College Scholarship. • Certificate from Bangladesh Math Olympiad. • Certificate from Creative IT Institute. • Certificate from Skill Hunt for 21 hours Advanced Excel Course. |
| COMMUNICATION SKILLS | <ul style="list-style-type: none"> • Good command over English in terms of reading, writing and speaking. • Good Presentation skill. • Hard-working capability. • High proficiency in speaking, reading and writing in Bangla. |
| TECHNOLOGICAL SKILLS | <ul style="list-style-type: none"> • Ample knowledge of Microsoft Word, Microsoft Excel & Microsoft PowerPoint Computer skills. • Basic Knowledge of Tally ERP 9. • Knowledge of Web Development, Html, and Photoshop. |
| EXPERIENCE | <ul style="list-style-type: none"> • I have completed my three months internship from ACNABIN Chartered Accountants. During my internship period, I worked as an Audit Assistant. • I have worked as a freelance Web Designer. • I am working as an Accounting Lecturer in Paragon University Admission Coaching Center. |
| EXTRA CURRICULAR ACTIVITIES | <ul style="list-style-type: none"> • I am currently doing freelance assignment writing work. • Active Member of the University of Dhaka Accounting Forum. • From 2016 to work continuously in Panjeree Publications Limited as a Content Writer • Participating in various case solving and business model development competition. • Wrote a thesis paper on "Comparative Analysis of the impact of Labor Force and Capital on GrossDomestic Product of Developing, Developed & Underdeveloped Countries". |
| INTERESTS | <ul style="list-style-type: none"> • Playing Badminton, Football & Basketball. I got first prize in 2012 by playing badminton tournament. • Participating in voluntary events concerning the well being of society. • Creating new business ideas. • Motivating & Leading people. • Watching Horror Movies. |
| PERSONAL INFORMATION | Father Name: Nazir Ahmed Sarker Mother Name: Shemul Akter Date of Birth: 01/06/1995 Gender: Male Marital Status: Unmarried Religion: Islam Nationality: Bangladeshi Emergency Contact: 015212-08793 Present Address: 272/2/A/1 Mazar Road, Mirpur- 1, Dhaka- 1216 Permanent Address : Village: Chandla, P.O: Chandla Bazar, Thana:B-Para, District: Comilla. |

REFERENCES

Md.Anower Hossain Bhuiyan

Managing Director

Elite Development's & Construction Limited

H-839, Road No-3, Baitul Amin Housing Society, Adabor, Dhaka-1207.

Mobile: 01713041764.

Email: edcl2005@gmail.com

Bilkis Akter

Associate Professor

Department of Accounting & Information Systems

Dhaka University

Mobile: 01720053268.

Email: bilkis_akhter@yahoo.com