

# BIPLAB

# SUTRADHAR

## Accounts & Admin

### PROFILE

To lead, challenge and be challenged in a business development position and to obtain a position in a professional office environment where my skills are valued and can benefit the organization.

### CONTACT

PHONE:  
**+8801859789450**

EMAIL:  
[Bioplabsutradhar394@gmail.com](mailto:Bioplabsutradhar394@gmail.com)

### HOBBIES

1. Playing Cricket
2. Traveling
3. Donate

### EDUCATION

#### MASTERS OF BUSINESS ADMINISTRATION (M.B.A)

**Under National University**

**Noakhali Government University College**

**Subject : Accounting**

**GPA : 2.77 out of 4.00**

**Passing Year : 2015**

#### BACHELOR OF BUSINESS STUDIES (B.B.S)

**Under National University**

**Feni Government College**

**Result : Second Class (57.58%)**

**Passing Year : 2013**

### WORK EXPERIENCE

#### JUNE-2, 2018 TO MARCH-3, 2020

Project Accountant & Admin (EPC)

Zodiac Power Chittagong Limited (54.53 MW)

• Executive Grade-1 • Confidence Steel Limited

#### **November, 25, 2018 To August-31, 2019**

Project Accountant & Admin (EPC)

Zodiac Power Chittagong Limited Transmission Line Project (54.53 MW)

• Executive Grade-2 • Confidence Steel Limited

**July-10,2019 To March-31,2020**

Project Accountant & Admin (EPC)

AK KHAN (CEP) Project

**October-30,2020 To Till Now**

Project Accountant & Admin (EPC)

Asian Paint Bangladesh Limited Project

Executive Grade-2 • Confidence Steel Limited

**April-4,2019 To Till Now**

Project Accountant & Admin (EPC)

Executive Grade-2 • Confidence Steel Limited

CDA Chashma Khal Project

34 ECB Brigade Bangladesh Army

**March-13,2020 To Till Now**

Project Accountant & Admin (EPC)

Executive Grade-2 • Confidence Steel Limited

Bangladesh Water Development Board ( River Protection Project)

34 ECB Brigade Bangladesh Army

**SKILLS**

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1. MS Word, MS Excel, MS PowerPoint, Email, Advanced Internet

2. Strong organization skills, Proficient in both Bengali and English; affluent in Speaking, Listening, Reading and Writing. Browsing etc.

3. Good communication skills

**REFERENCES**

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Executive Grade-2 • Confidence Steel Limited

**1. Mohammad Imtiaz Uddin**

**Manager (EPC)**

Confidence Steel Limited

Mobile: +8801730-150849

Email: [imtiaz.uddin@cg-bd.com](mailto:imtiaz.uddin@cg-bd.com)

**2. Taposh Paul**

**Project Engineer (EPC)**

Confidence Steel Limited

Mobile: +8801704-119719

**Email:** [taposh.paul@cg-bd.com](mailto:taposh.paul@cg-bd.com)

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Signature