

## Md. Nuruzzaman Akand

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Mobile: +8801683395292



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**Career Objective:** To work in the accounting and finance department of different local and multinational companies of Bangladesh and grow rapidly with increasing responsibilities. Can lead or be led in any team as the situation requires.

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### Profile Summary

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- Extensive knowledge of financial planning and strategy.
- Highly reliable self-starter, counted on to complete business-related project assignments without supervision.
- Self-motivated with strong work ethics & dignity of labor.
- Enthusiastic, personable; self-motivated with a professional image and manner.
- Works well in a busy production environment, able to multi-task while maintaining strong customer focus.

### Educational Background

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Program	Board	Institute Name	Result	Passing Year
<b>BBA</b> <b>Major: Accounting</b> <b>Minor: MIS</b>	N/A	Independent University, Bangladesh	3.04 (scale of 4.0)	2018
<b>HSC (Business Studies)</b>	Dhaka	Dhaka Commerce College	5.0 (scale of 5.0)	2012
<b>SSC (Business Studies)</b>	Dhaka	Dhaka Shiksha Board Laboratory School & College	4.69 (scale of 5.0)	2010

### Experience

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**Designation:** Intern

**Institute:** Grameen Bank, Head Office.  
Mirpur-2, Dhaka-1216.

**Reporting to:** Mr. Sabur Khan (Principle Officer)

**Duration:** 3 months (6<sup>th</sup> May 2018 to 5<sup>th</sup> August, 2018)

### Language Proficiency

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- Proficient in Bangla
- Intermediate in English.

### Computer Skills

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- Proficient in MS Word, MS PowerPoint, MS Excel, OneNote.
- Proficient in full PC hardware assembly, maintenance, troubleshooting etc.
- Beginner in Html, CSS, WordPress and Joomla.

## Training & Workshops

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- Attended workshop on “CV writing & winning interview & a Guide to develop leadership traits in becoming an organizational head” conducted by Ms. Fatema Rizwana, Human Resources Director, Nestle Bangladesh on 27<sup>th</sup> June 2019.
- Attended workshop on “Report writing and Presentation Skills” conducted by Mr. Arif Rana, Associate Professor, University of Information Technology & Science (UITS) on 22<sup>nd</sup> and 24<sup>th</sup> March 2018.
- Attended a seminar on "A Talk on Investment in E-Commerce Business in Bangladesh" by the MD of Pickaboo on 23<sup>rd</sup> March 2017.
- Attended seminar on “Communication & Networking Skills: Weapon to Master the Business World” by Solaiman Shukhon on 6<sup>th</sup> October 2016.
- Attended seminar on “Carrier in Multinational Corporations” by Mr. Jawaad Bin Hamid on 28<sup>th</sup> July 2016.

## Business Project

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Completed Live-in-Field-Experience (LFE), a 12 days long course (3 credit) organized by IUB to research on socioeconomic environment at Joypurhat- TMSS, Joypurhat on 2nd January 2016.

## Interest

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When I am not working, I enjoy going to gym, watching movies, playing video games and spending time with my family and friends.

## Personal Detail

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<b>Father's Name</b>	: Md. Sultan Akand
<b>Mother's Name</b>	: Halena Sultan
<b>Present and Permanent Address</b>	: 44/3, A Middle Pickpara, Mirpur-1, Dhaka-1216.
<b>Date of Birth</b>	: December 31, 1995
<b>Gender</b>	: Male
<b>Marital Status</b>	: Single
<b>Nationality</b>	: Bangladeshi
<b>Religion</b>	: Islam
<b>Blood Group</b>	: B+
<b>NID</b>	: 373 272 7510

## Reference

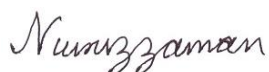
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I hereby declare that the above information is correct.

Sincerely,



Md. Nuruzzaman Akand  
(Mob: +8801683395292)