

Md. Hasan Mahmud (Rumman)

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An Accountant with 3+ years of experience in Audit, Consultancy, Taxation and Financial Reporting.

Career objective:

To employ my knowledge and experience with the intention of securing a professional career with the opportunity for challenges and career advancement, while gaining knowledge of new skills and expertise.

Key Capabilities:

- Preparation and presentation of Financial Statement complying with identical financial reporting framework.
- Accounting and Financial Reporting Standards (IAS/ IFRS).
- Strategic Planning, Budgeting and Forecasting.
- Financial and Management Reporting.
- Forensic Auditing, Internal Control and Compliance, Development of Finance Manual, Standard Operating Procedures (SOP).

Professional Expertise:

In-depth knowledge of International Accounting Standards (IAS) and International Financial Reporting Standards (IFRS) adopted by ICAB as a part of Chartered Accountancy Syllabus and through audit.

Well conversant with Corporate Governance Code (dated 3 June 2018), Companies Act-1994, Income Tax Ordinance-1984, VAT & SD Act-2012 along with Rules-2016, Bangladesh Labor Act-2006 amended 2013, Negotiable Instruments Act-1881, Partnership Act-1932, Foreign Exchange Regulation Act-1947, Financial Reporting Act-2015, INCOTERMS, Securities and Exchange Commission related Regulations.

Professional Experiences:

01 July'19 to Present	Officer – Accounts Amber IT Limited
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Key Responsibilities:

- Monthly and annual financial statements;
- Post and process Data and Journal entries to ensure all business transactions are recorded;
- Routing Banking matters, payments, bank account maintenance and bank correspondence;
- Ensuring deduction and payments of withholding tax and VAT;
- Compile and review advance requests, staff travel bills in line with organizational policy and processing the payment within agreed deadline;
- Perform any other tasks assigned by the management.

15 May'19 to 30 June'19 (1.5 months)	Audit Supervisor – Assurance EY Bangladesh (A. Qasem & Co., Chartered Accountants)
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**20 Dec'15 to
14 May'19**
(3 years 5 months –
including
probationary
period)

Audit Associate (Articled Student) – Assurance
EY Bangladesh (A. Qasem & Co., Chartered Accountants)

Key Responsibilities:

- Statutory, interim & internal Audit of Financial Statements;
- Analyze and evaluate the accuracy of accounting systems and procedures;
- Review audit client's compliance with applicable audit policies and regulations;
- Train and mentor audit assistants and other audit staffs;
- Perform fieldwork on assigned clients, assigning workloads, developing the audit strategy, audit methodology, and using technology tools;
- Identify issues for reporting in the management letter, and other communications with management, and drafts the final documents for review by manager and partner;
- Provide professional advice to clients on tax and VAT issues;
- Assist clients in computing personal tax, corporate tax and withholding taxes;
- Ensure completion of audits/projects within agreed timescales and budgets.

Major Organization Audited:

- **Manufacturing Organizations:** RAK Ceramics Bangladesh Ltd, RSPL Health BD Ltd, Novartis (Bangladesh) Ltd, Nuvista Pharma Limited, Elanco Bangladesh Ltd, Paxar Bangladesh Ltd, Clotex Labelon (BD) Ltd.
- **Banking and Financial Institution:** Mercantile Bank Limited, BetaOne Investment Limited.
- **Service Organizations:** AeroMate Services Ltd, iFlix SVOD Bangladesh Ltd, System Solution Development Technologies Ltd.
- **NGOs and other Projects:** Swisscontact Bangladesh, Sheladia Associates, Inc., Skills for Employment Investment Program (SEIP) project by Asian Development Bank's (ADB) Bangladesh (major organization - Bangladesh Bank, PKSF, BITAC, LFMEAB).

**01 Sep'15 to
30 Nov'15**
(3 months)

Intern – Business Support Service (BSS)
KPMG Bangladesh (Rahman Rahman Huq, Chartered Accountants)

Work Performed:

- Prepared Individual TAX return (for **Eriell Oil Field Services B.V.**);
- Prepared Withholding TAX return 75A & Quarterly Receipts and Payments (for **Becton Dickinson India Pvt. Ltd.**);
- Prepared Challan – VAT & Tax (for **Chevron Bangladesh Ltd.**).

Professional Achievements:

Chartered Accountants (CA) Articleship

Institute : The Institute of Chartered Accountants of Bangladesh (ICAB)
Progressive status : Cleared 5 subjects out of 17 subjects
Firm : A. Qasem & Co., Chartered Accountants
Apprenticeship Period : 03 Years (from 15 May 2016 to 14 May 2019)

Academic Records:

2016 Achieved 3.30 out of 4.00 in **BBA** with major in Finance from Presidency University
2011 Achieved 4.90 out of 5.00 in **HSC** from Dhaka Board (College: Milestone College)
2009 Achieved 4.44 out of 5.00 in **SSC** from Dhaka Board (School: Govt. Kalachandpur High School)

Skills:**Linguistic skills:**

- Good communication skills in Bengali;
- Good speaking, writing & presentation skills in English.

Computer skills:

- Microsoft Office;
- Google Sheets;

ERP skills:

- Good at Microsoft Dynamic AX 2012, Tally ERP 9;
- Moderate working knowledge about SAP, ORACLE, iBAS++.

Personal information:

Father's name : Md. Jashim Uddin
Mother's name : Tasnur Begum
Date of birth : March 15, 1993
Religion : Islam
Nationality : Bangladeshi
Blood Group : B+
Permanent address : Hanif Munshir Bari, Alexander, Ramgati, Lakshmipur, Bangladesh

Personal Assessment:

I am excellent in teams as well as very comfortable with individual assignments. It is nice to accept challenging jobs and to meet deadlines. Committed to deliver "right the first time". Perfection in job with innovation and view things from different perspectives are my key forces to make my objective successful. Apart from these, some of my key strengths are:

- Excellent interpersonal communication skills.
- Proficient public relations skills.
- Good team worker and self-confident as worker.
- Proven performed under pressure.
- Effective leadership skills.

References:

Abul Kalam Sumsuddin, FCMA
General Manager, (F & A)
Amber IT Limited,
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45 Gulshan-1, Dhaka-1212
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Declaration:

I do solemnly affirm that the information contained herein is correct to the best of my knowledge and belief.

Sd/-

Md. Hasan Mahmud