

Nayan Barua

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Career Objective:

Looking for hard and Challenging Job where I will have the scope to utilize my potentiality, adaptability and skill to do something Innovative and form where I will be able to enhance my knowledge.

Career Summary:

Working with cost and management, Accounts and Finance, Planning, Sales & Marketing. Analysis Cost saving model to support for fund Management of organization. Having experience for Costing in Pharmaceuticals, Garments accessories, Electronics Item (Fan), Home appliance & Plastic Product.

Employment History:

Cost Analyst (March 1, 2018 - Continuing)

ACI Limited (ACI Pharmaceuticals Limited & ACI HealthCare (Export) Limited.

Company Location: ACI Centre Limited, 245 Tejgaon Industrial Area.

Department: Finance & Planning

Duties/Responsibilities:

1. Carryout the Product costing with Pre-costing, Post costing, Standard Costing.
2. Factory Overhead cost calculation & Analysis with different Tools & Technique.
3. Analysis of Manufacturing Budgeted costs; prepare Sales budget, comparing budgeted cost with actual.
4. Prepare Material cost Budget, Budget cost report for R & D, Pilot Project Budget, Cost Estimation.
5. Prepare & Analysis Factory Budget, Sales Budget, Manufacturing Overhead Budget.
6. Prepare SKU wise Budget Variance report with Budget cost vs Actual cost.
7. Calculation cost of Acquiring Asset & Prepare Register with Depreciation.
8. Inventory Analysis & Valuation.
9. Prepare & Variance Analysis of Budgetary Profit & Loss statement of Business, Territory, Brand & SKU.
10. Analyzing Leverage between promotion cost of Sales, Brand, Marketing, Field force, Territory & Production.
11. Analyzing competitive market strategies through analysis of related Product & Market.
12. Prepare Micro & Macro visibility Report, Trend & Insightful report, Scenario, Segment & SKU wise profit.
13. Making analysis report for all operating expenditure separately and find out the control point.

Achievements:

- 1) Prepared "Marketing Leverage" of more than 800 SKUs.
- 2) "Brand Wise" & "Field Force Wise" Profit & Loss Statement.
- 3) Prepare Budget & Budget variance report for National (ACI HealthCare BD) & Overseas Business (ACI HealthCare USA).

Cost Accountant officer (December 15, 2016 - February 28, 2018)

Tung Hing (BD) Manufacturer Limited

Comilla Export Processing Zone (CEPZ)

Department: Accounts and Finance

Duties/Responsibilities:

- 1) Inventory Control and valuation, physical stock take.
- 2) Stock aging report analysis for provision of Unused raw material.
- 3) Pre costing and post costing new product.
- 4) Job order Cost and Unit cost calculation with standard and actual cost.
- 5) Production report analysis to control overhead cost like OT hour.
- 6) Cost planning & cost budget make.
- 7) Fixing cost per production lots.
- 8) Product Market Cost and Competitive price analysis.
- 9) Make BOM file for Material consumption and process BOM for production.
- 10) Preparing daily, monthly, quarterly, annual cash Budget for meeting internal cash like operating cost.
- 11) Auditing each functional process activities like monthly stock take, GRN Check, MRR Check, production process.
- 12) Check all local purchase bill, make RMMPL, SP List.
- 13) Analysis purchase cost variance of supplier
- 14) Fixed asset control and acquisition and disposal & Register.
- 15) Calculating salary of over 2000 worker monthly.
- 16) Analysis lead time, material consumption for planning of production.

Assistant Officer-Costing (April 13, 2016 - December 10, 2016)

Golden Son Limited

Kowaj nagar, Karnafully, Chittagong.

Department: Accounts and Production Department

Duties/Responsibilities:

- 1) Find out the cost of new product (fan, plastic toys, garments, metal item
- 2) Find out the machine hour cost.
- 3) Daily OT cost and variance the production process.
- 4) Inventory valuation monthly and periodically.
- 5) Controlling daily expense and checking daily voucher.
- 6) Approve new proposal by analyzing cost benefit
- 7) verifying purchase cost and making cost flow chart.
- 8) Controlling fixed asset by depreciation and disposal.
- 9) Product delivery and shipment time analysis.
- 10) Marketing cost analysis.
- 11) Inventory Valuation Monthly and quarterly.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
MBA	Accounting	University of Chittagong	CGPA:3.56 out of 4	2015	2	Project on Service costing first time.
BBA	Accounting	Premier University, Chittagong	CGPA:3.51 out of 4	2012	4	Project on Garment Product Manufacturing costing
HSC	Business studies	Sir Ashutosh Govt. College	CGPA:4.1 out of 5	2007	2	-
SSC	Science	Rotary Betagi Union High School	CGPA:3.31 out of 5	2005	-	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
COMPUTER FOR OFFICE	DIPLOMA IN COMPUTER FOR OFFICE MANAGMENT	NATIONAL YOUTH DEV ELOPMENT PROGRAM ME	BANGLADESH	GEC MOOR,CHITTAGO NG	2010	1YEAR

Specialization:

MS Office - Other` Email` Internet and web` Database` Word processing` Windows` Spreadsheet

Extra-Curricular Activities:

Traveling for the office purpose at any time in anywhere to enrich the knowledge. Like to play chess.

Language Proficiency:

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	High

Personal Details :

Father's Name : ADHIR KUMAR BARUA
Mother's Name : MAYA RANI BARUA
Date of Birth : November 10, 1988
Gender : Male
Marital Status : Married
Nationality : Bangladeshi
National Id No. : 1517015829614
Religion : Buddhism
Permanent Address : Village-Betagi, Rangunia, Chattogram 4360
Current Location : Dhaka

Signature:

Nayan Barua

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