

PULAK DAS

Address: C/O:Asma Mansion, 3rd Floor,
800/A, Feringee bazar,Sib Bari Lane,
kotwali,Chittagong-4000.
Office Contact No :01843-649019
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Career Objective:

I want to Build up my career for working better Environment.

Professional Experiences:

Senior Accounts Officer (November 1, 2012 - Continuing)

Ishfar Habib Builders Ltd.(Reputed Of Bismillah Group)

Company Location: Chaktai, Chattogram.

Department: Accounts Deptt.

Duties/Responsibilities:

Maintaining and updating all kinds of vouchers, cash books, bank books, bill registers, general ledger and other types of registers relating to finance and accounts and Keep record all office expense, VAT Calculation, payroll entries, invoices and other accounting documents (Daily collections, payments & disbursement) and also ability to prepare of Financial accounts for the year.

Accounts Officer (March 1, 2010 - September 31, 2012)

Rupali Soap & Chemical Industries (PVT.)Ltd.

Company Location: Sagarica,BSIC,Chattogram.

Department: Sales Cum Cash Management.

Assistant Audit Officer: (September 1, 2007– February 28, 2010)

Magnum Diagnostic (Pvt.) Ltd.

Company Location : Momin Road, Anderkilla, Chattogram.

Department: Audit

Duties/Responsibilities:

Maintained and Updating all kinds of vouchers, cash book and Stock Ledger.

Assistant Account Officer (June 1, 2006 - August 30, 2007)

Sanowara Food & Beverage Industries Ltd.

Company Location : Chandgong,I/A,Chittagong.

Department: Cost Accounts

Duties/Responsibilities:

Maintaining Production cum Store Accounts Ledger and recorded item wise production goods on computer and given result to Production Manager on day.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Pas.Year	Duration
M.com	Accounting	National University	2006	1 year
B.Com (Hons)	Accounting	National University	2004	3 year
H.S.C	Commerce	Govt.Hazi Mohammed Mohasin College,Chittagong.	1999	2 year
S.S.C	Science	K.S. Nazu Meah High School,Hathazari,Ctg.	1997	1 year

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Accounting Software	Good working knowledge of ITC technologies (related software "Tally. ERP 9", phone, fax, email, the internet) and computer applications (e.g. MS Office, MS Excel).	Marks Pro Software Ltd.	Bangladesh.	Chittagong.	2012	1 year

Career and Application Information:

Looking For : Mid Level Job
Available For : Full Time

Preferred Job Category : Accounting/Finance

Personal Details :

Father's Name : Anil Bharan Das
Mother's Name : Shova Rani Das
Date of Birth : August 25, 1980
Gender : Male
Marital Status : Married
Nationality : Bangladeshi
National Id No. : 1513717931108
Religion : Hindu
Permanent Address : Vill.+P.O.: Fatehabad, P.S:Hathazari,
Chattogram. Bangladesh.

Pulak Das

Signature