



I am a business graduate majoring in Finance and Marketing, looking for an opportunity to utilize my skills and knowledge in the corporate sector. I am ready to make significant and remarkable contribution as part of your dynamic and well reputed organization in a position where my analytical, decision making, and communication skills will be appreciated and enhanced.

MD. AHAD SHAHRIAR

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Skills

- Communication
- Project Management
- Financial Analysis
- Presentation
- Documentation
- Time Management
- Teamwork
- Analytical Ability
- Drafting & Reporting

Languages

Fluent in both Bangla and English.

Experience

Planning Analyst, Checkpoint Systems Bangladesh (November 2020 - Present)

- Preparing supply chain reports representing entire production stages.
- Attending global meetings with Netherlands, USA, UK, France etc.
- Preparing weekly, biweekly, monthly reports for the retailers.
- Preparing various financial, supply chain and sales reports for the organization
- Working as a team member of the central reporting team from Bangladesh.

Finance Intern, Chevron Bangladesh (November 2019 – March 2020)

- Learned the accounts payable and invoice processing tasks.
- Concocted monthly and semi-annual statement of withholding tax return.
- Observed and learned from the analysts the process of bank reconciliation, budgeting, P&L and balance sheet analysis.
- Learned and observed the process of expat tax calculation.
- Prepared tax certificates for the vendors.
- Also got various training on Accounts Payable, Treasury, General Accounting System, Revenue, Intercompany transactions, Internal Control & Compliance and Financial Forecasting & Reporting.

Computer Skills

- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Word
- Microsoft Outlook
- Microsoft OneNote
- Adobe Photoshop
- Operating Software

Extra-Curricular Activities

- **Volunteer**, Foundation for Drug Free World
- **Senior Executive**, BRAC University Entrepreneurship & Development Forum
- **Campus Ambassador**, Pathshala
- **Volunteer**, BRAC University

Achievements

- I was the champion in a quiz competition at BRAC University in 2015.
- I got Merit scholarship for my SSC result in 2011.

Reference

Riyashad Ahmed
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Education

Bachelor of Business Administration (Finance, Marketing), BRAC University, 2019

CGPA 3.17 out of 4.00

HSC (Business Studies), Dhaka City College, 2013

GPA 4.30 out of 5.00

SSC (Business Studies), Chittagong Collegiate School, 2011

GPA 5.00 out of 5.00 (Merit Scholarship)

Training

Training Title	Topic	Institute	Location	Year
Introduction to Business Analysis using Spreadsheet	Data Analysis	Coursera Project Network	Online	2021
Learning Data Analytics	Data Analytics	Management and Strategy Institute	Online	2020
Project Management Essentials Certified	Project Management	Management and Strategy Institute	Online	2020
Project Management: Creating the WBS	Project Management	Management and Strategy Institute	Online	2020
Financial Markets	Finance	Coursera	Online	2020
Data Privacy	Data Security	Chevron Bangladesh	Gulshan, Dhaka	2019
Operational Excellence	Operational Excellence	Chevron Bangladesh	Gulshan, Dhaka	2019
Professional Skill Development Program	Professional Skill	BRAC University	Mohakhali, Dhaka	2019
Usage of SPSS Software	SPSS	BRAC University	Mohakhali, Dhaka	2019