

MD. ABU RAIHAN

ACCOUNTS FINANCE PROFESSIONAL



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📅 01/01/1989 🇬🇧 Bangladeshi

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CAREER OBJECTIVE

Accounting professional with IAS & IFRS good experience in a target driven environment. proven track record in consistently career development and committedly delivering the services with enhance the company's development and profitability.

With the knowledge of accounting experience, i would be a reliable asset of the Organisation.

WORKING EXPERIENCES

IFL FACTORY LTD (Concern of IDS Group)

Position : Executive, Accounts & Finance.

04/2019 – present | Gulshan, Dhaka., Bangladesh

Responsibility :

Acceptance maintain, Payroll checking, Bill of entry maintain, LC documentation, Prepare Bank Reconciliation Statement, Maintain Books of Accounts, Vat & tax (partial) maintain, Fixed Asset Register maintain, Checking C & F bill & Factory Expense bill, Buying house commission maintain, Stock Report maintain for Bank, Internal Audit, Financial Reporting, Party payment Ledger maintain, Proceed realization, LC forwarding checking with budget, Petty cash maintain & others assign by Management.

SWISSTEX GROUP.

Position : External Auditor.

07/2018 – 12/2018 | Banani, Dhaka, Bangladesh.

Responsibility :

Reconcile Cash book & Bank book, Preparing Current & Fixed Assets, Financial Statement.

DHAKA ICE-CREAM INDUSTRIES LTD.

Position : External Auditor, (Every Six Month)

01/2016 – 12/2018 | Tejgaon, Dhaka, Bangladesh.

Responsibility :

Accounts & Finance, Checking A/P & A/R, IOU Bill, Fixed Asset, Vat Tax, HR & Marketing, Physical Inventory, etc.

PERFETTI VAN MELLE.

Position : External Auditor, (Every Quarters).

03/2016 – 04/2018 | Bogura zone., Bangladesh.

Responsibility :

Checkout Depot Accounts & finance, Check out the Inventory Physical & Damage, etc.

TECHNICAL SKILLS

- MS EXCEL, MS WORD, MS POWER POINT, MS OUTLOOK, TALLY, ERP, OPERATING SYSTEM & SOCIAL MEDIA MANAGEMENT.

EXTRA-CURRICULAR ACTIVITIES

- Analyzed & presented on 5 or 7 cases on finance, operation, supply chain & marketing management.
- Active organizer & Secretary at ICMAB Yearly held mega serial RIVER CRUISE-2018 Advertisement department.

EDUCATION QUALIFICATION

PROFESSIONAL QUALIFICATION.

ICMAB (The Institute of Cost and Management Accountants of Bangladesh).

I have partly qualified and completed 1200 Marks (Out of 2000 marks) & Continuing operation and management level.

MBA (Accounting & Information Systyem), Rajshahi University

02/2012 – 10/2014 | Rajshahi, Bangladesh

CGPA 3.25 out of 4.00

MSS (Masters of social Science), Rajshahi University

01/2010 – 03/2012 | Rajshahi, Bangladesh

CGPA 3.04 out of 4.00

BSS (Bachelor of Social Science), Rajshahi University

10/2007 – 2011 | Rajshahi, Bangladesh

CGPA 2.91 out of 4.00

HSC (Humanities), Madrashah Board.

06/2005 – 08/2006 | Dhaka., Bangladesh

CGPA 3.83 out of 5.00

SSC (Humanities), Madrashah Board.

02/2003 – 03/2004 | Dhaka., Bangladesh

CGPA 3.92 out of 5.00

PERSONAL INFORMATION

Father's name : Md. Shohraf

Mother's name: Khodeza Bibi

Permanent Address: Vill: Shaduria, Post: Vaier pokor,

Thana: shibgonj, District: Bogura.

Driving licence no: DK0908429CL0002

REFERENCES

Md. Ruhul Amin FCMA, CEO, Ruhulamin & co.

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Md. Shah Aziz ACMA, GM, Accounts & Finance.,

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