

Antor Podder

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1 OBJECTIVES:

Keen to pursue a career that would enable me to utilize my knowledge, experience, and leadership quality to be an effective leader in any established or growing organization.

2 KEY POINTS:

- I am a self-motivated, dynamic, energetic, ambitious, and hard-working person.
- Have an ability to conceptualize and think creatively.
- Have a good time management.
- Have a logical approach to problem-solving and an investigative and curious mind and also a fast learner

3 EXPERIENCES:

- Internship
Livingtex Ltd. (Accounts Department)
3 months (Ended on April 16th, 2021)
- Accounts Executive
Livingtex Ltd. (Accounts Department)
16th April, 2021 – Continuing

4 EDUCATION:

BBA (Bachelor of Business Administration)

2017 – 2021 (All courses are completed except Internship)

American International University – Bangladesh (AIUB)

Major Concentration in **Accounting & Finance**

CGPA: 3.57

Activities and Societies: I took part in corporate, social, and business seminars in University. Prepared several reports, projects, and posters for course purposes.

Major Academic Course Highlights: Taxation, Intermediate Accounting, Cost Accounting, Accounting Information System, Corporate Finance, Financial Institutions & Markets, Bank Fund Management, Financial & Corporate Reporting, Financial Statement Analysis, Global Finance

Higher Secondary Certificate (HSC) (2016 – 2017)

Homna Govt. Degree College, Cumilla

Business Studies; *GPA: 3.42*

Secondary School Certificate (SSC) (2014 – 2015)

Madhabdi S.P. Institution, Narsingdi, Dhaka

Business Studies; *GPA: 3.50*

5 COMPUTER LITERACY:

- Have a great knowledge of Microsoft Office essential.
- Have a good knowledge of Software Working.
- Internet Skills.

6 OTHER SKILLS:

- Communication Skills
- Leadership
- Agile
- Great analytical Skills
- Managerial Skills

7 LANGUAGE:

- Bengali- Native
- English- Professional

8 REFERENCES:

Najmus Sakib Dip

SR. Manager, Finance & Accounts
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Mohammad Faridul Alam

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I at this moment declare that all the information mentioned above is correct



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