

**Saklayen Ahmed**

House 180/2, Cha Block, TB Gate, Mohakhali, Dhaka-1212.

Email: saklayen.3221@gmail.com ; Mobile: +8801727 268458

**19 February 2024**

**Manager**

Human Resource, KPMG Bangladesh

9 & 5 Mohakhali Commercial Area, Dhaka - 1212, Bangladesh

Dear Sir,

I am writing to express my keen interest in joining the IT audit team at KPMG Bangladesh. With a Bachelor's and Master's degree in Accounting and Information Systems, coupled with Chartered Accountancy Part Qualified status, I bring a unique blend of expertise in both accounting principles and information technology.

My proficiency in programming languages such as R, Python and SQL, combined with my experience in utilizing data science techniques, enables me to extract actionable insights from complex datasets. Additionally, my hands-on experience with SAP S/4HANA Finance and Controlling, as well as various database management systems including PostgreSQL and Microsoft SQL Server, positions me as a valuable asset in assessing IT controls and identifying potential risks within financial systems.

Furthermore, I possess extensive experience in utilizing leading audit software like Levvia and Omnia of Deloitte. Having honed my skills through practical application in financial statutory audits, I am adept at leveraging their functionalities for tasks such as journal entry testing, risk assessment, control testing and comprehensive test of details. This proficiency empowers me to streamline the audit process, enhance accuracy, and deliver insightful reports efficiently.

I am particularly drawn to the opportunity to apply my skills and expertise in IT audit within the dynamic and innovative environment of KPMG Bangladesh. I am eager to contribute my knowledge and enthusiasm to your team, while also continuing to develop professionally in alignment with KPMG's commitment to excellence.

I am eager to bring my skills and enthusiasm to KPMG Bangladesh and contribute to its dynamic and innovative environment. Thank you for considering my application. I look forward to the possibility of discussing how my qualifications align with the needs of your team.

Warm regards,

**Saklayen Ahmed**

# Saklayen Ahmed

**Address:** House #180/2, Cha Block, TB Gate, Mohakhali, Dhaka-1212

**Email:** saklayen.3221@gmail.com; **Mobile:** +8801727-268458

**Personal:** <https://saklayenahmed.com> ;

**LinkedIn:** <https://www.linkedin.com/in/saklayen> ;

**GitHub:** <https://www.github.com/saklayenahmed> ;



## Summary

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Technologically adept accounting and finance professional with expertise in R & Python for Data Science, Microsoft SQL Server, Microsoft Office, SAP S/4HANA Finance and Power BI. Proficient in deploying cloud solutions using Microsoft Azure, including Azure VMs, Storage, and Functions. Passionate about using technology for data analytics and software development to improve accounting and finance processes. Seeking roles to apply my technical skills in innovative, tech-driven organizations.

## Experience

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### Audit Senior

Deloitte Bangladesh, April 06, 2021 - April 05, 2024

**[Refer to Annexure A for detailed job responsibilities]**

### Intern

EXIM Bank Bangladesh Ltd., 2019 Feb-Apr

Three months Internship titled 'General Banking Activities' of EXIM Bank of Bangladesh Limited.

## Education

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### Institute of Chartered Accountants of Bangladesh (ICAB)

Chartered Accountancy (CA)

**Grade:** Professional Level

### University of Rajshahi, 2019-2021

Master's of Business Administration (MBA) - Department of Accounting and Information Systems

**Grade:** 3.29 out of 4.00

### University of Rajshahi, 2015-2018

Bachelor of Business Administration (BBA) - Department of Accounting and Information Systems

**Grade:** 3.37 out of 4.00

### Gazipur Cantonment College, 2012-2014

Higher Secondary Certificate (HSC) - Business Studies

**Grade:** 5.00 out of 5.00

### Rajendrapur Cantonment Public School and College, 2010-2012

Secondary School Certificate (SSC) - Business Studies

**Grade:** 4.88 out of 5.00

## Training & Certifications

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- **R Programming for Data Science** - Completed in February 2024 from Udemy
- **The Advanced SQL Server Masterclass For Data Analysis** - Completed in January 2024 from Udemy
- **SAP S/4HANA Finance & Controlling - Configuration & End User** - Completed in July 2023 from Udemy
- **SAP S/4HANA Sourcing & Procurement** - Completed in September 2023 from Udemy
- **Using Python with Excel** - Completed in July 2021 from LinkedIn
- **Using Python for Automation** - Completed in July 2021 from LinkedIn
- **Power BI for the audit** - Completed in June 2021 from Deloitte

## Technical Proficiencies

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### **Programming, Data Analysis & Development      Database Management & Cloud Platforms**

- |                                                                                                                                                        |                                                                                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• SQL</li><li>• R for Data Science</li><li>• Python for Data Science</li><li>• PHP &amp; MySQL for Web</li></ul> | <ul style="list-style-type: none"><li>• PostgreSQL</li><li>• Microsoft SQL Server</li><li>• Microsoft Azure</li><li>• Levvia and Omnia Audit Software</li></ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|

### **Enterprise Software & Productivity Tools**

- SAP S/4HANA Finance and Controlling
- Microsoft Office & Excel VBA
- SPSS Analysis

### **Data Visualization & Social Tools**

- R Studio for R Programming
- Microsoft Power BI
- Github

## Strength & Attributes

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- Ability to interact effectively with people at all levels with patience, tact and diplomacy.
- Ability to learn fast and adapt well to new situations and opportunities.
- Perform proactively with friendly and supportive attitude.
- Highly organized and methodical with excellent time management and prioritization.

## Volunteer Leadership & Involvement

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### **Research Assistant**

University of Rajshahi, 2019-2020

Involved as a Research Assistant with Prof. Dr. Rukshana Begum for the research project titled "Liquidity Management of Several Banking Corporation in Bangladesh".

### **Executive Member**

Rajshahi University Business Club (RUBC), 2017-2018

Worked as Director of Program Management.

## Language Proficiencies

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**Bangla**     Fluent in Bengali (Mother tongue).

**English**    Good Professional Proficiency and Full Working Knowledge in English.

## Personal Information

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**Father's Name**     : Tazuddin Ahmed

**Mother's Name**    : Manwara Begum

**Date of Birth**       : 25 April, 1997

**Gender**             : Male

**Marital Status**    : Single

**Religion**            : Islam

**Nationality**         : Bangladeshi

**Permnet Address** : Village: Kewa Pashchim Khanda; Post: Mawna; Post Code: 1740; Upazilla: Sreepur; District: Gazipur.

## References

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### **Dr. Md. Sayaduzzaman**

Professor

University of Rajshahi

Department of Accounting and Information  
Systems, University of Rajshahi, Rajshahi- 6205.

**Mobile:** +8801912827857

**Email:** milons66@yahoo.com

### **Md. Nayan Mia FCA**

CEO & Proprietor

(Ex- Senior Manager, Deloitte Bangladesh Ltd)

Nayan Mia & Co., (NMC) Chartered Accountants

Lily Pond Center (Level-8), Motijheel, Dhaka-1203

**Mobile:** +8801911950634

**Email:** nayan@nmc.com.bd

# Annexure A

## Comprehensive Overview of Roles and Responsibilities at Deloitte as an Audit Senior

### IT Audit

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- In my role in IT audit, I meticulously assessed and managed user access privileges, ensuring secure and compliant systems. Testing the data integrity including accuracy and completeness of about 30 million rows of datasets.
- Additionally, I conducted thorough audits on direct data access, system settings, application changes, database changes, system software changes, data conversion, network security, data backup procedures, and job scheduling, ensuring the integrity and confidentiality of critical IT infrastructure.

### Statutory Audit

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#### Epic Garments Company Limited

- Leveraged Omnia audit software to spearhead comprehensive financial statutory audits. Extracted and analyzed journal entries and the massive ACDOCA dataset (9 million rows) with expertise, ensuring financial statement accuracy. Identified data inconsistencies and delivered concise audit reports with actionable recommendations.
- Omnia's robust functionalities empower the delivery of insightful and precise statutory audit reports. My expertise ensures these reports are consistently delivered with clarity and accuracy, streamlining the entire statutory audit reporting process.

#### MetLife Insurance Bangladesh

- Conducted targeted financial audits for an insurance company, specializing in Agents' Commission, Surrender Value, and Investments.
- Employed advanced data analysis for Journal dump to ensure transaction accuracy.

#### United Finance Limited

- Developed and implemented customized Excel solutions for meticulous data analysis, including journal entry testing, during financial audits. These solutions enabled efficient and accurate extraction of insights from complex datasets exceeding 20 million rows. Additionally, leveraged expertise in Python for advanced data manipulation and analysis.
- Ensuring necessary provisions and overseeing the automatic charging of interest income through system enhancements for accurate and efficient financial transactions.

#### Berger Becker Bangladesh Limited

- Spearheaded comprehensive financial audits using Levvia, a leading audit software platform. Streamlined data extraction from SAP S4HANA and leveraged customized Python and Excel solutions for enhanced efficiency and accuracy in subsequent analysis and testing and conducted deep dives into massive datasets exceeding 5 million rows.
- My expertise extends to an in-depth understanding of key components process of SAP S4HANA such as Product Cost Estimation, Purchase Info Record, Inventory Movements and how moving average prices are calculated.