

MD. ASHRAFUL BASHAR SHANTO

Address: 357/12/A/C, 3rd lane, Modhubag, Dhaka

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CAREER OBJECTIVE

Finance student eager to secure an articleship at a Chartered Accountancy firm. Keen to apply academic insights in a practical setting and acquire comprehensive exposure to CA practices. Committed to delivering meticulous service for a strong foundation in Chartered Accountancy.



ACADEMIC QUALIFICATION

Bachelor of Business Administration (BBA)

University : Ahsanullah University of Science & Technology

Passing Year : 2023

Major : Finance

CGPA : 3.31 (out of 4.00)

Higher Secondary Certificate (HSC)

Name of Institution: Dhaka City College

Passing Year : 2017

GPA : 4.67 (out of 5.00)

Group : Business Studies

Board : Dhaka

Secondary School Certificate (SSC)

Name of Institution: Shaheed Alauddin High School

Passing Year : 2015

GPA : 5.00 (out of 5.00)

Group : Science

Board : Dhaka



WORK EXPERIENCE

Intern, Finance & Planning

March'23 - July'23

ACI Limited

Preparing and Compiling Monthly Transaction, Voucher, Bank & LC reconciliation, Bill Payment of ACI Salt & Motors.

Sales Executive

June'18 - August'19

Dana Lifestyle, Jamuna Future Park

Provided Customer Service and Managed Accounts.

Co-Owner

July'20 - May'22

Gadgetix BD, F-Commerce Business

Provided Customer Service, Managed Inventory, Regular income and expense records.



TRAINING & WORKSHOP

- Completed Advance Training on MS Excel in The Excelist 2022 National Training
- Attended Workshop on Investment in Capital Market organized by BICM
- Completed the Research Program on “Pack Design Development” by IFAD
- Excel for Beginners- Online course by Bohubrihi
- Excel Skills for Business: Essentials – Online course by Coursera



CO-CURRICULAR ACTIVITIES

- Finalist in the Excelist 2022 National Training & Competition by UIU Finance Forum
- Participated in the MS Excel Competition Excel Your Way by IEOM AUST
- Executive Member at AUST Career Development Club
- General Member at AUST Sports Club and Won Two Trophies in Intra Tournament.



KEY PROFICIENCIES

- ☐ Adaptability & Coordination
- ☐ Speed and efficiency
- ☐ Thrive under pressure
- ☐ Verbal and presentation skills

SOFTWARE SKILLS

- ☐ Microsoft Word
- ☐ Microsoft Excel
- ☐ Microsoft PowerPoint
- ☐ SPSS

LANGUAGE PROFICIENCY

- ☐ Mother Tongue: Bengali
- ☐ Good Professional Proficiency and Full Working Knowledge of English

PERSONAL DETAILS

Father's name : Md. Abul Bashar Roton
Mother's name : Hosnaara
Date of Birth : 1st February, 1999
Marital status : Single
Nationality : Bangladeshi
National ID No : 1505996007

REFERENCE

Mr. Md. Mahfujur Rahman
Assistant Professor
School of Business,
Ahsanullah University of Science
and Technology
Contact no. 01711707552

Md. Main Uddin
Manager, Accounts
Finance & Planning
ACI Limited.
Contact no. 01713090322