

## **Nafis Ahmed**

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### **Objectives**

Chartered Accountants (Partly Qualified) with a history of accurately and efficiently supporting accounting activities for a diverse range of clientele. 2+ years of experience in presenting data, analyzing cost control, providing financial reports, and delivering profit and loss statements under time pressures. I am organized and self-driver individual, passionate about developing my career in this field of Accounting and Finance. My aim is to obtain employment with a company that has good atmosphere and would allow me to learn accounting and finance for the organization.

### **Education**

#### **Institute of Chartered Accountants- Bangladesh**

Chartered Accountant (Partly Qualified)  
2019- 2022 ( Expected)

#### **Bachelor of Business Administration (BBA)**

Institution: American International University-Bangladesh  
Kuril, Dhaka, Bangladesh  
Degree: Accounting and Finance (major)  
Management Information System (minor)  
2015- 2019  
CGPA: 3.18 out of 4.0 scale

#### **Higher Secondary School Certificate (HSC)**

Institution: BCIC College, Mirpur, Dhaka  
Department: Business Studies, 2013- 2015  
GPA: 4.00 out of 5.0 scale

#### **Secondary School Certificate (SSC)**

Institution: KAFCO School and College, Chittagong  
Department: Business Studies, 2002- 2013  
GPA: 4.00 out of 5.0 scale

## Experience

**Audit Representative** (Mohammadpur, Dhaka)

**M. Ahmed & Co.** Chartered Accountants

Jul 2019- Present

Financial Services

**Trainee** (Paltan, Dhaka)

**Huda Hossain & Co.** Chartered Accountants

May 2019- Jul 2019 (3 Months)

Financial Services

## Skills

- Microsoft: Word, Excel , PowerPoint
- Accounting, Finance, Financial Statements, Payroll Tax Accounting, Expense Account Variance, Public Accounting, Growth Expansion Strategies
- Analytical , IFRS, IAS

## Professional Qualities

- Fluent in Bangla and English
- Efficient in documentation and report writing
- Can work as a team as well as lead others in a team

## Achievements

- Certificate of Appreciation Participant, Business Plan Competition 2018 at AIUB

## Extra-Curricular Activities

- Participant, Seminar on Accounting and Finance 2018 at AIUB
- Participant, Seminar on ACCA 2018 at AIUB
- Participant, Seminar on Accounting and Finance November 2018 at AIUB