

Last Updated : **December 13, 2018**

ABUL FARA

Address: Address: House#53, Block#A, Eidgah Mosque Road,
Khilbarirtek , Badda, -1212., Gulshan Model Town, Gulshan, Dhaka
1212

Home Phone: 01788735794

Mobile : 01737404641

email:farahhuladar99@gmail.com, farahadhuladar49@gmail.com



Career Objective:

To work in a responsible position where I could use my Interpersonal skills, Creative and above all my learning and experience in order to develop my career as well as to contribute in any sector.

Employment History:

Total Year of Experience : 2.5 Year(s)

1. Accountant (September 23, 2017 - Continuing)

Barsha Ngo Satkhira

Company Location : Satkhira

Department: Account

Duties/Responsibilities:

Preparation of monthly management accounts.

Manage day to day accounting records including Tally entries.

Maintaining accounting and accounting control procedure.

Responsible for sales code creation, maintenance and track revenue in operation and accounting software.

All Sales voucher preparation, posting to software and take approval from management.

Maintain Cash book, Bank book, Subsidiary Ledger of bills receivable.

2. Accountant (March 1, 2016 - April 25, 2017)

Padma Islami Life Insurance Limited.

Company Location : Satkhira

Department: account

Duties/Responsibilities:

Prepares asset, liability, and capital account entries by compiling and analyzing account information. Documents financial transactions by entering account information.

Recommends financial actions by analyzing accounting options.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBA	Accounting	Ahsanullah University of Science and Technology	CGPA:3.5 out of 4	2016	1.5 YEARS
BBA	Accounting	Ahsanullah University of Science and Technology	CGPA:3.18 out of 4	2014	4 YEARS
HSC	COMMERCE	SATKHAIRA CITY COLLEGE	CGPA:4.6 out of 5	2008	-
SSC	COMMERCE	SATKHIRA GOVT HIGH SCHOOL	CGPA:4.38 out of 5	2006	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Internship program	general banking and credit department	Islami bank training and research academy	BANGLADESHI	DHAKA	2013	Two month

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Expected Salary : Tk. 20,000
 Preferred Job Category : Accounting/Finance, Bank/Non-Bank Fin. Institution, Commercial/Supply Chain
 Preferred District : Dhaka, Khulna
 Preferred Organization :
 Types

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> • Microsoft Excel • MICROSOFT OFFICE • Microsoft Power point • Internet 	I CAN USED ACCOUNTING SOFTWARE LITTLE BIT.

Extra Curricular Activities:

Participated in winter cloth distribution Participated in various tournaments in college and university Worked for "sidor" and "Aila" affected peoples of satkhira Volunteer in different programs in college and university. Participated in Cricket & Badminton tournament in university Participated in drawing competition and got first prize two times.

Language Proficiency:

Language	Reading	Writing	Speaking
ENGLISH	High	High	Medium
HINDI	Low	Low	Medium
URDU	Low	Low	Medium

Personal Details :

Father"s Name : Md. Ibrahim Hossian
Mother"s Name : Sufia Khatun
Date of Birth : January 15, 1990
Gender : Male
Marital Status : Unmarried
Nationality : Bangladeshi
Religion : ISLAM
Permanent Address : Modumarlerdangi sardar para,Road no 1/7, Satkhira Sadar, Satkhira
Sadar, Satkhira 9400
Current Location : Dhaka

Reference (s):

Name : Md. Mashiur Rahman
Organization : Ahsanullah University of
Science and Technology
Designation : Assistant professor
Address :
Phone (Off.) :
Phone (Res.) :
Mobile : 01818309091
EMail :
Relation : Academic
