

Last Updated : **August 11, 2018****MD.SHARIFUL ISLAM**

Address: Village: Koladi(Khan Para), Post: Dublia, P.S: Pabna (Sadar)
 District: Pabna.
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 Mobile : +8801735758023
 email:shariful017135@gmail.com, msharif47@yahoo.com

**Career Objective:**

My aim is to serve in an organization where I'll have an opportunity to utilize my knowledge in the Accounts/ Audit/ Finance Department. I believe that I can also perform well in the administrative field or any other related sector .

Employment History:

Total Year of Experience : 1.1 Year(s)

1. SR.OFFICER (October 6, 2017 - Continuing)

RUNNER AUTOMOBILES LTD

Company Location : 138/1 TEJGAON INDUSTRIAL AREA DHAKA-1208

Department: ACCOUNTS & FINANCE DIVISION

Duties/Responsibilities:

MADE DAILY CASH BALANCE BOOK, DAILY CASH INFLOW, MAINTAIN STOCK REPORT , MAINTAIN PETTY CASH BOOK, WEEKLY AND MONTHLY RECEIVED FROM CUSTOMER, MONTHLY INCOME REPORT, WEEKLY AND MONTHLY SALES REPORT AND ACCOUNTS RELATED OTHERS.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
M.B.S (Accounting)	Accounting	National University	Second Class	2013	1
BBS (Hons)	Accounting	National University	Second Class, Marks :56%	2012	4
HSC	Business Studies	Nizam Uddin Azgar Ali College, Sujanagar, Pabna	CGPA:4.4 out of 5	2008	2
SSC	Business Studies	Sujanagar Pilot High School, Sujanagar, Pabna	CGPA:4.38 out of 5	2006	2

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
COMPUTER COURES	MS WORD, MS EXCEL,INTERNET ETC	JUBO UNNOYON	BANGLADESH	PABNA	2012	6 MONTHS

Career and Application Information:

Looking For : Mid Level Job
 Available For : Full Time
 Expected Salary : Tk. 22,000
 Preferred Job Category : Accounting/Finance, Bank/Non-Bank Fin. Institution
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : Ireland, Italy, Japan, Australia, Austria, Canada, Cyprus,
 Finland, France, Iceland
 Preferred Organization Types : Banks, NGO, Garments, Pharmaceuticals, Group of
 Companies, Tobacco, Toiletries

Language Proficiency:

Language	Reading	Writing	Speaking
English	Medium	Medium	Medium

Personal Details :

Father"s Name : MD.SOLEMAN KHAN
 Mother"s Name : MOST.NASIMA KHATUN
 Date of Birth : October 10, 1990
 Gender : Male
 Marital Status : Unmarried
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Village: Koladi(Khan Para), Post: Dublia, P.S: Pabna (Sadar) District:
 Pabna.
 Current Location : Pabna

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Rana Ahmmed	Md. Enamul Haque
Organization	: VENTURA LEATHERWARE MFY (BD) LTD.	Plan International Bangladesh,
Designation	: Sr. Officer , Finance & Accounts	Administrative Coordinator
Address	: VENTURA LEATHERWARE MFY (BD) LTD. Plot# 15-25, Sec# 02, Plot# 23, 44 , Sec# 03, UEPZ, Nilphamari.	House # CWN (B) 14 Road # 35, Gulshan 2 Dhaka 1212, Bangladesh
Phone (Off.)	:	
Phone (Res.)	:	
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Relation	: Relative	Relative