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MD. ARIFUL ISLAM

Address: House No 905/3, 2nd Floor, Flat No-3-S, East Shewrapara,
Mirpur, Dhaka-1216
Home Phone: 01751443352
Mobile : 01751443352
email: arifuoda13@yahoo.com



Career Objective:

Being a professional team worker to enrich the decision-making ability and to build my life in the light of honesty, dynamism and to develop both the psychological and organizational position.

Career Summary:

To find a position as an Effective and Efficient Personnel with opportunities to learn and apply knowledge.

Special Qualification:

Leading & Motivating aptitude with high level of integrity. Hardworking, sincere, energetic, innovative, positive attitude, goal & result oriented, self-motivated but team player.

Employment History:

Total Year of Experience : 8.8 Year(s)

1. Executive (Finance & Accounts) (November 1, 2010 - Continuing)

Wealth Development & Management Ltd

Company Location : 2nd Floor, 44/F/8/A, West Panthapath,, Dhaka

Department: Finance & Accounts

Duties/Responsibilities:

- ☐☐☐ Maintain daily cash payment.
- ☐☐☐ Prepared project budget.
- ☐☐☐ Bank reconciliation.
- ☐☐☐ Collect money from Client.
- ☐☐☐ Preparing, Maintaining and Entering Bank related transactions.
- ☐☐☐ Perform any other tasks given by the management.
- ☐☐☐ Perform necessary Administrative job.
- ☐☐☐ Posting Debits & Credits Item in Daily Leaser book.

2. Executive (Sales & Marketing) (May 1, 2010 - October 31, 2010)

Checksystem LTD

Company Location : House No.27, Road No.10, Block-E, Banani, Dhaka

Department: Marketing

Duties/Responsibilities:

• Achieving business growth in both sides of balance sheet and retention of existing portfolio.

• Assist and participate in agreed sales target achievement.

• Maintain with perspective customer.

• Follow-up the relation between company and customer individually.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBA	Finance	University of Development Alternative	CGPA:3 out of 4	2014	1 Years
BBA	Finance	University of Development Alternative	CGPA:3.49 out of 4	2010	4 Years
HSC	Commerce	Qadirabad Cant. Sapper College,Natore	CGPA:4.5 out of 5	2005	-
SSC	Science	Riaz Uddin High School	CGPA:2.81 out of 5	2003	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Internship	Overview Of Dhaka Stock Exchange Ltd.	Dhaka Stock Exchange Ltd.	Bangladesh	Mothijheel	2010	3 Months

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Present Salary : Tk. 13000
 Expected Salary : Tk. 20,000
 Preferred Job Category : Accounting/Finance, Bank/Non-Bank Fin. Institution
 Preferred District : Dhaka
 Preferred Country : Bulgaria, Australia, Austria, Azerbaijan, Bahrain, Barbados, Belgium, Botswana, Canada, Central African Republic
 Preferred Organization Types : Banks, Wholesale, Event Management, Govt./ Semi Govt./ Autonomous body, Development Agency, Embassies/Foreign Consulate, Consulting Firms, Garments, Buying House, Audit Firms /Tax Consultant, Agro based firms (incl. Agro Processing/Seed/GM), Automobile

Specialization:

Fields of Specialization	Description
• MBA/ BBA	1.Capable to work under high presure situations and meet deadline. 2.Quick learning and adapting capacity, resourceful, thoughtful, and high level of analytical ability.

Extra Curricular Activities:

Curious about world affairs, Watching TV news and Sports channels, Net browsing, Computer application, Traveling, Program Coordinating.

Language Proficiency:

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	Medium	Medium

Personal Details :

Father"s Name : Md. Hashem Ali Pk
Mother"s Name : Mst. Asia Khatun
Date of Birth : August 8, 1986
Gender : Male
Marital Status : Married
Nationality : Bangladeshi
Religion : Islam
Permanent Address : Vill. Bharoimary, P.O: Banserbada,Thana: Ishurdi, Dist: Pabna
Current Location : Dhaka

Reference (s):

	Reference: 01	Reference: 02
Name	: Dr. Md.Abdul Hamid	Md.Nurruzzaman Hossain
Organization	: Iswardi Thana Health Complex	Trade International Ltd
Designation	: Doctor	Marketing Manager
Address	: Iswardi	Mirpur12
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: 01712502777	01711189897
EMail	:	
Relation	: Relative	Relative
