

ANIK SHAHA

Email: aniksahabracu@gmail.com

Linked In: bd.linkedin.com/in/anik-shaha-94741b109

Mobile: +880 1688625372

7/1, Mohakhali School Road, Dhaka 1212



OBJECTIVE

To become a part of an organization where personal abilities will directly result in its enhancement and help to grow personally and professionally in turn. Long-term objective is to learn and acquire new skill to assist the organization to achieve its objectives.

CAREER SUMMERY

Passionate to work as a Finance and Accounts expert with experience in Financial Planning and Working Capital Management. Have worked in multiple projects with efficiency.

WORKING EXPERIENCE

Finance Coordinator

September 2017 – June 2018

Edotco Bangladesh Co. Ltd. (Concern of AXIATA Group)
UDAY Tower, 57 & 57A,
Gulshan Ave, Dhaka 1212

Business Planning and Revenue Management

Department: Finance Division

Duties/Responsibilities:

- Financial analysis (Project profitability, Forecasting)
- Budget monitoring (Specialization in SAP and Microsoft Dynamics)
- Preparing PO (Purchase order) and GR (Good receipt) report

Intern, Finance Control

April 2017 – August 2017

Edotco Bangladesh Co. Ltd. (Concern of AXIATA Group)
UDAY Tower, 57 & 57A,
Gulshan Ave, Dhaka 1212

Department: Finance Division

Duties/Responsibilities:

- Active utilization of SAP software
- Petty cash control and processing payment of Non-PO bills through SAP
- PO checking and processing payments
- Working Capital database management

Finance and Business Development Officer (Part Time)

April 2015 – March 2017

Durbar Software

Duties/Responsibilities:

- Product & Service pricing
- Controlling accounts payable & receivable
- Preparing financial performance report

ACADEMIC AND PROFESSIONAL QUALIFICATION

Association of Chartered Certified Accountants
ACCA Professional Level (9 out of 13 qualified)

September 2018 – Present

University of Dhaka
Master of Professional Accounting
CGPA (Expected): 3.10 on the scale of 4.00

January 2018 – June 2020

BRAC University
Bachelor of Business Administration
CGPA: 3.35 on the scale of 4.0
Major : Accounting

January 2013 – August 2017

Narshingdi Govt College, Narshingdi (Dhaka Board)
Higher Secondary Certificate (HSC)
Major: Business Studies
GPA: 4.30 on the scale of 5.00

July 2012

Brahmondi K.K.M Govt high school, Narshingdi (Dhaka Board)
Secondary School Certificate (SSC)
Major: Business Studies
GPA: 4.38 on the scale of 5.00

April 2010

PROFESSIONAL TRAINING AND SPECIALIZATION

Training Title	Topic	Institute	Year	Duration
Introduction to Corporate Finance	DCF Valuation, Economic Analysis	Corporate Finance Institution	2020	7 Days
Advance Excel	Advanced Use of Excel for Management Reporting	University of Dhaka	2019	7 Days
Annual Budget Planning	Financial Planning ERP Software and MS Dynamics	Edotco Bangladesh Ltd	2018	7 Days
SPSS for Research	SPSS statistics tool	BRAC University	2016	1 Month
Visual Basic Programming For Business	Microsoft Excel, PowerPoint, Word and other spreadsheet and office software	BRAC University	2014	4 Month

EXTRACURRICULAR ACTIVITIES AND ACHIEVEMENT

Research and Publication:

Shaha, A., Chakravartty, A. (2017). Impact of Corporate Social responsibility on Organization performance in Bangladesh. *International Conference on Business and Management*, PP 48. ISBN: 978-984-34-2360-3

Academic Achievements:

Semi-Finalist at Hult Business Challenge BRAC University (2015)

Assigned Challenge: Social Business Plan to ensure pre-primary education for 10 million slum children within in \$1 million

REFERENCE

Dr. Mohammed Tareque Aziz
Head of Department
Department of Business Administration (DBA)
University of Asia Pacific
74/A Green Rd, Dhaka 1205
Cell: +880 1763 717080

MD. Johirul Islam, FCA
Head of Finance
Fresenius Bangladesh
Tower-1, police plaza concocord, (10 th floor),Plot- 2,Road, 144 Hatir Jheel Link Rd,
Dhaka 1212
Email: johirdufin@gmail.com