

## CV OF AKHLAK UL IQBAL AHAMMED

### Akhlak Ul Iqbal Ahammed



FLAT NO 10NB/1, LABONI BUILDING,  
LAKE CITY CONCORD, KHILKHET,  
DHAKA-1229 , BANGLADESH  
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rrventure2016@gmail.com

#### OBJECTIVE

Identified issues, analyze information and provide solutions to problems. Looking to leverage my knowledge and experience into a role as a **TEAM LEADER**.

(Participated in team-building activities to enhance working relationships. Participated in continuous improvement by generating suggestions, engaging in problem-solving activities to support teamwork. improved operations and provided exceptional service).

#### EXPERIENCE AT A GLANCE

Throughout my career, I have established myself as an exceptionally successful and effective Accounting and Tax preparation. My deep understanding of accounting principles, familiarity with COUNTRIES laws/Regulations. In the long period of Profession, I have engaged to maintain The Work Flow of Accounts Team, checked their record on daily basis, Prepare the Accounts with Financial Statement. Worked as Supervisor for MIS with Accounting Software, Maintain Store Accounting Software System and Integrating with Accounting Software. Worked on Production, Sales, Marketing department & Procurement, Administration also.

IT knowledge: Accounting Software : Tally, Accpack, Accord, FSMENU, TechnoSoft.

MS Word, MS Word, MS Power Point, MS Paint etc. Little knowledge about Computer Hardware.

I have completed some specialized Certification courses like Advance CPA Marketing from Weblancebd Institute, under the supervision of Md. Forhad Hossain, CPA Marketing Specialized and Digital Marketing Mastery, Facebook Ads and Marketing Mastery from Indean Consulting under supervision of Dr. Mark Anupam Mallik. QUICKBOOKS online and Xero online Certification courses directly from QUICKBOOKS and Xero.

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### MY PRAYER AND HOPE

Having achieved a solid foundation of knowledge in my career of accounting & others field, I am interested in furthering my understanding by seeking new challenges in the accounting field with others field as require by the employer. I would like to express my interest in consideration for a position at your Organisation/Company and have shown my details as bellows in this resume for your review and consideration.

### WORK HISTORY .....

#### **RR Waste Recycling Industries Ltd**

CEO, November 2018 - June 2022

Lake City Shopping Complex, Lake City Concord, Khilkhet, Dhaka-1229

Monitored office workflow and administrative processes to keep operations running smoothly. Spearheaded successful business development initiatives aligned with company's strategy and core competencies. Provided documentation of processes to comply with regulations and company policies. Negotiated with Supplier and service Provider to achieve goal. Also worked and self studied for development and Proper use the Waste of Garments, Textile and Spinning Mills and also others waste For - "Reuse, Recycle ,and reduce the Waste for a better future. Increase greenery by recycling waste. Save Earth by reusing, recycling waste. Waste is not waste until waste. **Got Pollution be the Solutions**".

#### **BTech Engineering Ltd.**

#### **ATN Chemical Industries Ltd.**

Finance Director , November 2011 - November 2018

AH Tower, Sector -3, Uttara, Dhaka-1230

Established and enforced controls on revenue and expenses to protect company Assets. Assisted with recruiting, interviewing and hiring new employees for department. Monitored budget, revenue and variance trends for company, regularly apprising to Boards on financial standing. Also worked for Sourcing and Procurement of Power Energy Equipments, Spare Parts from Foreign and Local Market also.

#### **Megatek Engineering Ltd. (A Concern of Mark Designer's Group),**

Senior Manager (Accounts and Admin), March 2002 - October 2011

8, Jasimuddin Avenue, Uttara, Dhaka

Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity. Carried out day-day duties accurately and efficiently .Demonstrated aspects, friendliness and willingness to help wherever needed. Worked flexible hours, night, weekend, and holidays. Maintained energy and enthusiasm in fast-paced environment. Proved successful working within tight deadlines and fast-paced atmosphere. Used critical thinking to break down problems, evaluate solutions and make decisions. Offered friendly and efficient service to customers, handled challenging situations with ease. Developed and maintained courteous and effective working. Recorded, transcribed, and distributed weekly meetings, Answered upwards of 20 phone calls daily, taking detailed messages. Arranged appointments and ensured executives arrived at meetings with clients on time, Identified issues, analyzed information and provided solutions to problems. Participated in team-building activities to enhance working relationship. Participated in continuous improvement by generating suggestions engaging in problem-solving activities to support teamwork Resolved problems, improved operations

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and provided exceptional service.

### **Glory Software Ltd.**

Finance Director , July 2001 - February 2002  
Tejtury Bazar, Farmgate, Dhaka

### **Worked as an Account & MIS Database Designer.**

Established and enforced controls on revenue and expenses to protect company assets. Verified compliance of financial policies and accounting procedures. Assisted with recruiting, interviewing and hiring new employees for department. Monitored budget, revenue and variance trends for company, regularly apprising to Managing Directors on financial standing. **Worked as MIS system Designer : New Brother Knitwear Ltd. Pubali Construction Co. Ltd. Nascent Knitwear Ltd. Jonosheba Pharmaceuticals Ltd. Mark Designers Ltd. Mark2000 Ltd. Megatek Engineering Ltd. ORAM Limited**

### **Across Trade Ltd.**

Finance Director , July 1998 - June 2001  
Karwan Bazar(Near Lavincy Hotel)

Established and enforced controls on revenue and expenses to protect company assets. Verified compliance of financial policies and accounting procedures. Assisted with recruiting, interviewing and hiring new employees for department. Monitored budget, revenue and variance trends for company, regularly apprising to Managing Directors on financial standing. **Worked on supervision and Monitoring of Production and Marketing.**

### **Oram Limited (A Concern of OFM Group)**

Dy Manager (Accounts and Admin) August 1994 - June 1998  
Karwan Bazar(Near Star Kabab)

Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity. Carried out day-day-duties accurately and efficiently. Demonstrated respect, friendliness and willingness to help wherever needed. Worked flexible hours; night, weekend, and holiday. **Worked with Factory Management, Accounts Clark, and others people related with the Productions. Arranged Tanning and Annual Sports & Cultural Programme. Worked with a Software Developer for Companies Accounting and Management Information System (MIS) development.**

## **EDUCATIONAL QUALIFICATION**

June 1992

**CA Article ship**, Institute of Chartered Accountants of Bangladesh under supervision of M. Ali & Company, Chartered Accountants, 77 Motijheel C/A December 1987(During the Article ship I have worked on Accounts Audit, Cost Audit, Accounts and Tax Accounts Preparation of different kinds of Government , Semi Government, Private Company, Partnership, Proprietorship, NGO'S, Corporation, Educational Institute, Bank and Others Financial Institute etc.)

**Bachelor of Commerce**, Govt. Ashek Mahmud College, Jamalpur  
December 1985

**HSC , Commerce**

Nandina College, Nandina, Jamalpur  
December 1983

**SSC, Commerce**

Bharuakhali MNA High School, Jamalpur Sador, Jamalpur

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**Language known : Writing, Speaking : English & Bengali**

### **PERMANENT ADDRESS**

**Village: Horipur (Sorker Bari), Union : Ghoradap, Post Office : Bharuakhali, Police Station : Jamalpur, District : Jamalpur.**

**RELIGIOUS : Islam (Sunni)**

**DATE OF BIRTH : 25 MARCH 1967, MARITAL STATUS : MARRIED, SPOUSE : NAZNIN NAHAR (House Wife)**

**CHILD : 2 (SON & DAUGHTER) Rudra Md. Iqbal & Rayisa Binte Iqbal (Student, University & College Level)**

**It is to certify that all the above statements and the information provided are authentic.**

**Sd/**

**(Akhlak Ul Iqbal Ahammed)  
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