

MUHAMMAD SHARIFUL ISLAM, FCMA
FELLOW COST AND MANAGEMENT ACCOUNTANT



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131 (3rd Floor), Jahanara Garden Green Road, Farmgate, Dhaka

PROFESSIONAL SUMMARY

Strategic and results-driven Cost and Management Accountant with over 16 years of extensive experience in financial management, cost control, and regulatory compliance across diverse industries. Demonstrated success in leading Finance & Accounts functions for over 9 years as Head of Finance, with proven expertise in budgeting, financial planning, process improvement, and team leadership. Known for enhancing financial reporting processes, implementing effective cost-saving measures, and ensuring rigorous compliance with financial standards and tax regulations. Recognized for strong analytical abilities, strategic planning, and a commitment to achieving long-term organizational objectives.

PROFESSIONAL EXPERIENCE

Head of Finance & Accounts

CHB Engineering Limited

October 2022 – Present

Core Responsibilities:

- Oversee financial planning, budgeting, and forecasting to ensure alignment with company growth targets and profitability objectives.
- Develop and implement robust financial strategies to drive the business's operational efficiency, risk management, and long-term sustainability.
- Manage and direct financial reporting processes, including monthly, quarterly, and annual reports, ensuring accuracy, compliance with IFRS/GAAP standards, and timely submission to stakeholders.
- Conduct in-depth financial analysis to identify trends, variances, and performance improvement opportunities, advising executive leadership on key financial decisions.
- Lead the budgeting process across all departments, establishing benchmarks and controls to manage costs effectively and support project budgets for facade engineering work.
- Implement cost accounting systems to enhance operational efficiency, ensuring project and organizational spending remains within budget.
- Monitor cash flow and liquidity to optimize working capital and fund project requirements, negotiating with banks and financial institutions for credit facilities as needed.

CAREER OBJECTIVE

Pursuing an outstanding Finance & Account profession, especially the team leader, in any renowned organization and grow rapidly with increasing responsibilities.

CORE COMPETENCIES

- Financial Planning & Analysis
- Budgeting & Forecasting
- Cost Accounting & Cost Control
- Tax & VAT Management
- Financial Reporting & Compliance
- Data Analysis & Financial Modeling
- Policy & Process Development
- Cross-Functional Team Leadership
- ERP Systems (Oracle, Quick Books, Xeros, Tally)

ACHIEVEMENT:

- Improved profit margins by 5% through effective cost-control measures.
- Streamlined cash flow management, reducing cash conversion cycles.
- Maintained project budgets within projections, reducing cost overruns.
- Reduced the company's effective tax rate by 2% through strategic planning.
- Enhanced team productivity through continuous training and development initiatives.

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Core Responsibilities:

- Manage treasury functions, including foreign exchange risk management, payment cycles, and debt obligations to support company objectives.
- Ensure compliance with statutory and regulatory requirements, including Tax & VAT regulations, audits, and financial disclosures.
- Develop and enforce internal controls and risk management policies to safeguard company assets and maintain financial integrity.
- Lead, mentor, and develop the finance and accounts team to build a high-performance culture and enhance individual and team capabilities.
- Foster cross-functional collaboration and alignment with engineering and project management teams to ensure seamless financial processes and support for ongoing projects.
- Evaluate and enhance financial systems, integrating technology and automation to streamline workflows, improve reporting accuracy, and increase efficiency.
- Drive initiatives for continuous improvement in financial processes, including the adoption of ERP and other digital tools to support the finance function.

PROFESSIONAL QUALIFICATION

FCMA (Fellow Cost and Management Accountant) – Institute of Cost and Management Accountants (ICMAB), Bangladesh

EDUCATION

- Master of Commerce (M. Com) in accounting.
National University, 2003
- Bachelor of Commerce (B. Com)
National University, 2001

LANGUAGES

- English – Good Working Knowledge
- Bengali - Proficient

TRAINING & DEVELOPMENT

- 200 Hours Young Members Development Training Program from ICMAB.
- Attended total 194 Hours CPD program at ICMAB on various topics.

Professional Development

Financial Modeling & Feasibility Study of Project
-LCBS Dhaka

DGM, Finance & Accounts

Concord Group of Companies (Concord Ready-Mix & Concrete Product Limited)

January 2021 – October 2022

Achievements:

- Reduced raw material costs by 2%.
- Introduced machine-wise production and budget planning.

AGM, Finance & Accounts

Abdul Monem Limited (Construction Unit)

March 2018 – December 2020

Achievements:

- Decreased raw material costs by 3%.
- Initiated monthly bank reconciliation, intercompany reconciliation, and financial statement preparation processes.
- Enhanced purchase procedures and implemented an online ticket printing system.

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Manager, Finance & Accounts

Labaid Group

Sep 2015 – Apr 2016

Achievements:

- Initiated & implemented accounting software
- Reduced raw material and other cost by 5%
- Systematized purchase procedures

Deputy Manager, Finance & Accounts

Labaid Properties Limited

Aug 2013 – Aug 2015

Asst. Manager, Finance & Accounts

Navana Real Estate Limited

Jan 2009 – Aug 2013

Sr. Executive, Finance & Accounts

Amicus Properties and Development Ltd

Jan 2008 – May 2008

Technical Skills

- ERP Systems: Tally, Oracle
- Accounting Software: QuickBooks, Xero
- Microsoft Office Suite: Advanced Excel, PowerPoint
- Analytical Tools: Power BI

Personal Info

Date of Birth: 1st January 1982

Nationality: Bangladeshi

Reference: 01

Name: Mr. Monjur Md Saiful Azam, FCMA
Organization: Sysmark Ltd.
Designation: Managing Director
Address: 25, Lake Circus,
Kalabagan, Dhaka
Cell Phone: 01819216393
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Reference: 02

Name: Mr. Mir Mahbubul Bari, FCMA
Organization: Mujib Bari & Associates - Cost & Management Accountants
Designation: Senior Partner
Address: H-89, Road-16, Sector-11, Uttara
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