

MD. IMAM HOSSAIN



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Career Objective:

I would like to develop and extend my career in a Management Position to apply my potential if opportunity exists.

Career Summary:

My job career started from National Development Engineers Ltd. as an Accounts Executive and ended as General Manager (Accounts & Finance). Then, I Joined Sunman Group as Director(Accounts). After 5 years 3 months I left Sunman and Joined again National Development Engineers Ltd. as Executive Director (A &F) and served 6 years 10 months. Now I am working at NDE Infrastructure and NDE Infratech Ltd. as Executive Director(Accounts ,Finance & MIS).

Special Qualification:

System analysis for ERP software.

Employment History:

Total Year of Experience: 34.6 yrs

1. Executive Director (2.3 yrs)

(1 Sep 2022 - Continuing)

NDE Infrastructure ltd. and NDE Infratech Ltd.

Area of Expertise:

Accounting Information System (0.1 yr), Finance & Bank Operation (0.1 yr), Internal Control Systems (0.1 yr)

Duties/Responsibilities:

Supervision daily Accounts, Finance, Procurement & Inventory related works. Monitoring monthly MIS report & Annual report preparation. Project analysis, monitoring & evaluation, System development & implementation.

2. Executive Director (6.8 yrs)

(1 Nov 2015 - 31 Aug 2022)

National Development Engineers Ltd.

Area of Expertise:

Finance (2.1 yrs), Internal Audit (2.1 yrs)

Duties/Responsibilities:

Supervision daily Accounts, Finance, Procurement & Inventory related works. Monitoring monthly MIS report & Annual report preparation. Project analysis, monitoring & evaluation, System development & implementation.

3. Director(Accounts) (5.2 yrs)

(1 Aug 2010 - 31 Oct 2015)

Sunman Group of companies

Area of Expertise:

Finance (1.7 yrs), Internal Audit (1.7 yrs)

Duties/Responsibilities:

Supervision of day to day Accounts works, production plan & Budget, MIS report, Financial report, Costing, Production monitoring, Tax & VAT etc.

4. General Manager (Accounts & Finance) (8.1 yrs)

(1 Jul 2002 - 31 Jul 2010)

National Development Engineers Ltd.

Area of Expertise:

Business Analyst (2.7 yrs), Finance (2.7 yrs)

Duties/Responsibilities:

Supervision of Accounts & Finance, Inventory & HR works. Project Monitoring & Evaluation. Annual Financial Report Preparation. Overall System Design, Development & Implementation. Software Development, VAT & Tax etc.

5. Chief Accountant (5 yrs)

(1 Jul 1997 - 30 Jun 2002)

M/S.National Development Engineers Ltd.

Area of Expertise:

Finance (1.6 yrs), General HR (1.6 yrs)

Duties/Responsibilities:

Supervision of Accounts & Finance, Inventory & HR works, Project Monitoring & Evaluation, Financial Report Preparation, System Development & Software Development etc.

6. Accounts Executive (7.1 yrs)

(23 Jun 1990 - 30 Jun 1997)

M/S.National Development Engineers Ltd.

Area of Expertise:

General Banking (3.5 yrs)

Duties/Responsibilities:

Voucher Preparation, Check & Computer Posting. Suppliers & Sub-contractors bill

Checked,Bank Rconciliation Statement Preparation,Income tax & Vat related Papers Prepared etc.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
Master of Commerce (MCom)	Accounting	University of Dhaka	Second Class, Marks :50%	1990	1986-87	25th Position
B.Com (Hons.)	Accounting	University of Dhaka	Second Class, Marks :52%	1989	1983-86	19th Position
HSC	Commerce	Comilla Board	Second Division, Marks :53%	1982	1980-81	-
SSC	Commerce	Comilla Board	Second Division, Marks :54%	1980	1978-79	-

Professional Qualification:

Certification	Institute	Location	From	To
CMA	The Institute of Cost and Management Accountants of Bangladesh	Dhaka	July 1, 1996	December 31, 2002

Career and Application Information:

Looking For : Top Level Job
 Available For : Full Time
 Present Salary : Tk. 450000
 Expected Salary : Tk. 600000
 Preferred Job Category : Accounting/Finance
 Preferred District : Dhaka
 Preferred Organization Types : Telecommunication,Manufacturing (FMCG),NGO,Development Agency,Trading or Export/Import,Multinational Companies,Textile,Pharmaceutical/Medicine Companies,Real Estate

Skill:

Capable to develop computerized monitoring system & System Development.

Description
Capable to develop computerized monitoring system & System Development.

Language Proficiency:

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	High

Personal Details :

Father's Name : late Montaz Uddin Munshi
Mother's Name : Late Hazera Begum
Date of Birth : 1 Jan 1965
Gender : Male
Height (Meter) : 1.65
Weight (Kg) : 64
Marital Status : Married
Nationality : Bangladeshi
Religion : Islam
Permanent Address : Village:Sondora, Ramganj, Lakshmipur
Current Location : Dhaka
Blood Group : B+