

# Curriculum Vitae of Mohammad Farooq Ali Tarafder PhD, FCMA, ACS

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Bangladesh Research and Education Network (BdREN) Trust  
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## Brief Biography:

I completed my Bachelor of Business Administration (BBA) from the University of Chittagong (CU) in 2004 major in Accounting, had my Masters of Business Administration (MBA) in 2005 and a Masters of Philosophy (MPhil) in 2014 from the same University with my major in Accounting and Information Systems. I had my Cost and Management Accountancy (CMA) Degree from the Institute of Cost and Management Accountants of Bangladesh (ICMAB) in 2016. Then, I had my PhD Degree titled “*Value Added Tax in Bangladesh: Legal Framework, Contribution to National Exchequer and Its Compliance in Corporate Sector*” in 2017 from the University of Chittagong. I also had my Chartered Secretaryship (CS) Degree from the Institute of Chartered Secretaries of Bangladesh (ICSB), in 2021.

I had been in the arena of education, finance and accounts, taxations, banking and Information Technology for 21 years. I joined Executive’s Care (An English Language Centre and IELTS Test Venue under IDP in Chittagong) on 1 July 2003 as Manager-Operations. Then, I joined Chittagong Cantonment Public College (An Honors College under National University run by Bangladesh Army) as a Lecturer in the Department of Business Administration in 2006. I was promoted to Assistant Professor in 2014 and I worked there till 23 December 2017. During this period, I had the opportunity to work as Head of the Department – Department of Business Administration, Convenor of Examinations Committee, Head of Accounts, Head of Accounting Department and as a Member of Governing Body. Major roles were- conduction classes in undergraduate level, fund management, preparation of final accounts, annual budgets, monthly salary statement, revenue collection etc. My most important contributions were introduction of Pension Scheme for teachers and staff, implementation of National Pay Scale-2015 and Poor Students’ Stipend, policy of fixation students’ tuition fees and bus fare.

After having my Professional CMA Degree and PhD, expertise treasury management, financial statement preparation, corporate tax management and different policy formulation, I decided to further explore myself in the corporate arena. I joined Probashi Kallyan Bank (A State-owned Specialized Bank) as Principal Executive Officer on 24 December 2017. I had been there for a short period 1 year 3 months and contributed equally in the capacity development of corporate tax management and ERP software operations as Head of the IT Department and Foreign Remittance Department. I had been in the bank till 31 March 2019. My major contribution was settled last five years Annual Tax Returns.

On 01 April 2019, I decided to take up a fresh challenge by joining the National REN of Bangladesh, BdREN. I became a team member of Bangladesh Research and Education Network (BdREN), an Autonomous State-owned Trust initiated by the Ministry of Education and being implemented by University Grants Commission (UGC) of Bangladesh funded by World Bank, as General Manager (HR, Admin and Finance) and then Chief Administrative and Finance Officer (CAFO). I had the experience to tread through almost each and every arena starting from preparation of Annual Budget, Accounts, Tax Return, Procurement Plan, Strategic Plan, Recruitment Plan, Training Schedule, Project Proposals, Tender Documents, Evaluation of Tender and Project Proposals, ERP Customization, Business Development, ERP & billing to member institutes. I have been enjoying the position. I am in charge of building policies and visions for the organization in order to ensure long term sustainability of the organization.

### **Skills:**

- **Accounting:** Comprehensive knowledge of accounting standards (IAS, IFRS) and practices, with experience in transitioning from manual systems to automated accounting software for accuracy and efficiency.
- **ERP Systems:** Hands-on experience in customizing ERP systems.
- **Knowledge of the Multilateral Bank Sector:** Familiar with financial and operational frameworks of multilateral institutions, aligning with their policies, reporting standards, and compliance requirements.
- **Financial Expertise:** Skilled in preparing Financial Statements, Annual Budgets, Tax Returns, Procurement Plans, and Recruitment Plans.
- **Administration & Management:** Proficient in HR, Accounts, ERP Systems, and managerial tasks.
- **Research and Education Networks:** Extensive knowledge in the operation and maintenance of Research and Education Networks.
- **Budget Analysis:** Strong expertise in conducting budget variance analysis.
- **Proposal & Presentation Skills:** Proven ability to create project-winning proposals, compelling presentations, and professional reports in both English and Bengali.
- **Treasury Management:** Exceptional skills in managing treasury functions.
- **Project Management:** Extensive experience in managing national and international projects, such as Asi@Connect, APAN, and Orbit.
- **Policy Drafting:** Knowledgeable in drafting, service brochures. Employee Service Rules, Scholarship Policies, Loan Sanction Policy and Welfare Policies.
- **Corporate Governance:** Experience in preparing BoD Meeting Notices, Working Papers, Minutes, and Annual Reports.
- **Event Management:** Skilled in arranging international programs
- **Project Evaluation:** Expertise in estimating project costs and evaluating project proposals.
- **Field Visits:** Enthusiastic about project site visits.
- **Networking:** Strong ability to build and maintain professional human networks.
- **Procurement:** Hands-on experience in procurement processes.

- **Problem Solving:** Adept at identifying challenges in financial systems and processes, implementing effective solutions to enhance operational efficiency.
- **Analytical Thinking:** Skilled in analyzing complex financial data, identifying trends, and providing actionable insights to inform strategic decision-making.
- **Passion for Excellence:** A results-driven professional committed to delivering high-quality work and fostering a culture of continuous improvement.

### Academic Qualification:

- 2017:** Awarded Doctor of Philosophy (PhD) Degree in Accounting, titled *“Value Added Tax in Bangladesh: Legal Framework, Contribution to National Exchequer and its Compliance in Corporate Sector”* by University of Chittagong.
- 2014:** Awarded Master of Philosophy (MPhil) Degree in Accounting, titled *“Human Resource Accounting Practices in Bangladesh- A Study on some Industries.”* by University of Chittagong.
- 2001:** Obtained Master of Business Administration (MBA) from Department of Accounting and Information Systems, University of Chittagong.
- 2000:** Obtained Bachelor of Business Administration (BBA) from Department of Accounting, University of Chittagong.
- 1996:** Obtained Higher Secondary Certificate (HSC) from Asheq Mahmud Govt. College, Jamalpur.
- 1994:** Obtained Secondary School Certificate (SSC) from Shamgonj High School, Gunerbari, Madargonj, Jamalpur.

### Professional Certifications:

- Awarded CS Degree in 2021 by the Institute of Chartered Secretaries of Bangladesh (ICSB). Associate Member of ICSB (A-0580) from July, 2021.
- Awarded CMA Degree in 2016 by the Institute of Cost and Management Accountants of Bangladesh (ICMAB). Associate Member of ICMAB (A-1353) from December 2016 to 2021. Fellow Member of ICMAB (F-1118) from January 2022.

## **Trainings/Workshops/Seminars/Continues Professional Development:**

- (1) International Conference on **“Imagining another Future for Asia: Ideas & Pathways for change”** held in 2011 arranged by Asian University for Women, Chittagong
- (2) Training on **“Research Methods”** in 2012 organized by HEQEP-140, Department of Accounting & Information Systems, University of Chittagong, Bangladesh
- (3) Training on **“Teaching Methods in Accounting & Finance”**, in December 2013 Organized by HEQEP-140, University of Chittagong, Chittagong, Bangladesh
- (4) CPD on Knowledge Management: **A Strategic & Dynamic tool for success** in 2016 Institute of Cost and Management Accountants of Bangladesh (ICMAB)
- (5) International Conference on **“Financial Reforms in Bangladesh”**, ICMAB in 2016,
- (6) Workshop on **Cost Audit**, ICMAB in 2016
- (7) CPD on **"New Value Added Tax Act 2012"**, ICMAB in 2017,
- (8) Workshop on **“Transfer Pricing and BEPSs- the way forward”**, ICMAB in 2017
- (9) CPD on **Offshore Banking Impact and Scope in Bangladesh Economy**, ICMAB in 2017
- (10) CPD on **Emotional Intelligence for Business Professional**, ICMAB in 2017
- (11) Seminar on **“Accounting Business Process Outsourcing (BPO)”**, ICMAB in 2018
- (12) CPD on **Sustainability Reporting towards Achieving SDGs**, ICMAB in 2018
- (13) CPD on **Bond Management: Overview, Role, Prospects & Challenges**, ICMAB in 2018
- (14) CPD on **Aligning tax policy – A Case study on Bangladesh**, ICMAB in 2019
- (15) CPD on **Fundamentals and Benefits of New VAT Act 2012**, ICMAB in 2019
- (16) CPD Program on **“Anti-Dumping and Countervailing Duty – Emerging Avenue for Cost Auditors”** Session -1 & 2, ICMAB in 2019
- (17) Training on **Leadership Outbound Program in Indonesia**, ICMAB, October 2019
- (18) Workshop on **Big Data Analysis**, ICMAB in December 2019
- (19) Discussion session on **“Knowledge Management: A Strategic and Dynamic Tool for Success”**, ICMAB, Dec-2019
- (20) International Webinar on **“CMA’s Role in Ensuring Compliance in Financial Reporting”**, ICMAB, Jul-2020
- (21) Webinar on **“Public Financial Management in Bangladesh”**, ICMAB 20-Sep-2020
- (22) **"Role of Corporate Governance for Sustainable Stock Market in Bangladesh"**, ICMAB, Oct-2020
- (23) Program on **" Foreign Financing and Project Cost Minimization: A Practical Approach (Bank Finance Module-04)**, ICMAB, Nov-2020
- (24) Workshop on **“How to Artificial Intelligence (AI) & Blockchain will Transform Accounting & Auditing”**, ICMAB, Dec-2020
- (25) International Webinar on **“Flow and Efficiency of Japanese Investment in Bangladesh: Role of Professional Cost and Management Accountants”**, Jan-2021
- (26) **A Discussion Session on “Artificial Intelligence (AI) & Blockchain Applications in Capital Market”**. ICMAB, Jan-2021
- (27) CPD on **Offshore Banking in Bangladesh: An alternative source of finance**, ICMAB- 15-July-2022
- (28) CPD on **"Cyber Security at Organizations-Threats, Awareness, and Protection"-** ICMAB- 10-Aug-2023
- (29) CPD on **"Public Sector Auditing for Good Governance”**, ICMAB- 23-Jan-2024
- (30) CPD on **“Transfer Pricing and Its Practical Implication”**, ICMAB, 28-April-2024
- (31) Workshop on **Public Financial Management-** ICMAB, 24-May-2024
- (32) Webinar on **International Bank Guarantee - Application and Regulations in** Bangladesh, ICMAB, 28-May-2024

## Publications (Articles):

1. “Green HRM Practice in the Commercial Banks of Bangladesh: A way of Cost Reduction and Environmental Sustainability”, The Cost and Management, pp. 31-40, Nov-Dec 2022
2. “Impact of Delayed Payments on Employees: An Empirical Study Based on Readymade Garments (RMG) Sector of Bangladesh”, The Chittagong University Journal of Business Administration, Vol. 32, 2017, pp. 273-290
3. “Human Resource Disclosure Practices by Listed Companies in Bangladesh”, The Cost and Management, pp. 35 -42, Sep-Oct 2013
4. “Role of Enterprise Resource Planning Systems in Budgetary Control of an organization”, The Cost and Management, pp. 11 -18, July-August 2013
5. “Acquisition & Value Addition Cost (AVAC) Model (A Proposed Model of Human Resource Valuation)”, Asian Academic Research Journal of Social Science & Humanities, pp. 423-441, July 2013

## Work with Regulatory Body:

- Working as a team member of IFRS Working Group formed by Financial Reporting Council (FRC), Bangladesh.

## Work with International Body:

- Working as a Steering Committee Member of Asi@Connect Project, Seoul, South Korea under TEIN\*CC funded by European Union from October 2020.
- Worked as a member of Program Committee, APAN52 held on 2-6 August 2021. Host Country: Indonesia
- Worked as a member of Program Committee, APAN53 held on 8-12 March 2022. Host Country: Bangladesh

## Teaching Experience in Professional Courses

- **Adjunct Faculty of ICMAB:**  
Course Title: **Financial Management** [January-June 2022 Session]  
**P2: Performance Management** [January-June 2024 Session]
- **Adjunct Faculty of ICSB:**  
Course Title: **Business Statistics** for Foundation Level: From July-Dec 2021 Session
- **Assistant Professor, Business Administration Dept., Chittagong Cantonment Public College, National University from 9-8-2006 to 23.12.2017**

## Working Positions Held:

- **Chief Administrative & Finance Officer, BdREN (From 01 April 2019 to till now)**
- **Principal Executive Officer and Head of IT & Remittance Department, Probashi Kallyan Bank (From 24 December 2017 to 31 March 2019).**
- **Assistant Professor, Department of Business Administration, Chittagong Cantonment Public College (An Honors College under National University, from 09 August 2006 to 23 December 2017)**
- **Accounts Coordinator (Head of Accounts) (In addition to Lecturer/Assistant Professor), Chittagong Cantonment Public College (From 2008 to 20 December 2017)**
- **Manager-Operations, Executive's Care, Chittagong (From 1 July 2003 to 8 August 2006)**

## Membership:

- Associate Chartered Secretary (A-0580) from July 2021  
The Institute of Chartered Secretaries of Bangladesh (ICSB)
- Fellow Cost and Management Accountant (F-1118) from January 2022  
The Institute of Cost and Management Accountants of Bangladesh (ICMAB)
- Life Member (2016325), Bangladesh VAT Professionals Forum, Dhaka from 2016
- Life Member (0370), Hisab Bijnan Samity, Chittagong University, from 2005

## References:

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| Dr. Md. Salim Uddin FCMA, FCA<br>Professor and Chairman<br>Department of Accounting<br>University of Chittagong<br>&<br>Ex-President, ICMAB<br>Phone: +8801730081850<br>Email: <a href="mailto:salimtahia@yahoo.com">salimtahia@yahoo.com</a> | Md. Monowar Hossain FCA, FCS, FCMA<br>Chief of Operation<br>Capital Market Stabilization Fund (CMSF)<br>3 <sup>rd</sup> Floor, DCCI Building, 65-66 Motijheel<br>C/A, Dhaka, Bangladesh<br>Phone: +8801714410824<br>Email: <a href="mailto:md.monowar@gmail.com">md.monowar@gmail.com</a> |
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(Dr. Mohammad Farooq Ali Tarafder FCMA, ACS)