



## Mohammad Dipu Mia, FCMA

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Chakulia, Bangaon, Savar,  
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DoB- 16<sup>th</sup> March 1984

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### ABOUT ME

- ✓ Fellow Cost and Management Accountant.
- ✓ 53<sup>rd</sup> position in M.B.S. under National University.
- ✓ 14 Years working experience in Accounts.
- ✓ Core team member of ERP implementation team.
- ✓ Income Tax Practitioner.
- ✓ Accounts Preparation.
- ✓ Costing & Budget Experience.
- ✓ Experience on designing of accounting system.

### Achievement & Skills

#### Professional Degree

**Title** : FCMA

**Membership** : F-1253

## Resume of

# Mohammad Dipu Mia, FCMA

### EXPERIENCE

#### Strategic Cost and Management Accounts Lead

(December 2022 – Continuing)

##### Group QA

- Nourish team to work in ERP environment.
- Ensure Monthly Financial closing.
- Ensure financial process are comply with company policy
- Implement LC, Fixed Asset, Indirect procurement related Accounting Operation along with fixed asset register in ERP system with reliable valuation.
- Implement Billing process aligns with Business and ERP process.
- Assist to implement financial policies and procedures as per Management directives.
- Prepare various report to understand the analytics and help in decision making.
- Implementing Standard Costing, Monthly MIS System, Product Costing
- Analyzing the cost efficiency and effectiveness of manufacturing operation to get the better performance of the organization.
- Manage regularly accounting operation including payable, Billing Process etc
- Assist in managing all compliance regarding various of inter-company transaction.
- Oversee various reconciliation inter-company, clearing ledger, bank reconciliation etc.

#### Deputy Manager (Costing & MIS)

(November 2015 – July 2022)

##### Paragon Group

- Supervise the accounts department of poultry division to complete the Accounts and ensure the reporting on time.
- Design and assist to implement financial policy for reporting and opinion.
- Ensure that decision makers understand the financial implications set for the organization.
- Core team member of ERP implementation team.
- Acting Head of Inventory Audit team.
- Review financial data and report the current financial position to Management.
- Flockwise and Productwise Cost & Profitability Analysis.
- Implement Budget, Costing and MIS system for poultry division.
- Analyze and report on utilization and efficiency of Farm and Factories.
- Investment analysis, Pricing, productivity, Market promotion etc. analysis.

#### Officer (Costing)

(November 2013 – May 2015)

##### Partex Star Group

- Manage Pricing of Product (Regular, Special, Tender etc).
- Variance report for material, Labor and short out reason of variance.
- Prepare & Checking of Various Labor and Contractors Bill Related to BoM.
- Controlling Item Code, Cost & price list, price updating in Oracle (ERP).
- Compare in house and outside contract labor rate and negotiation.
- Assist in preparing annual budget.

## Govt. Recognition

### **Income Tax Practitioner**

### Experience Achieved

Accounting

Banking

Finance

IAS, IFRS, Accounting Principle

Costing

Budget

Financial Policies

### IT and Software

Core Team member (ERP)

Customized Software

Oracle EBS- ERP

MS Office

Internet and Other Apps

### Training

Financial Management &  
Procurement

Professional Office Etiquette

## **Accounts Officer**

(December 2011 – November 2013)

### **Project on Agroforestry Practices for Better Livelihood & Environment**

- Checking of all Notes & Vouchers.
- Prepare Annual Budget, Variance and Revised.
- Preparation of Monthly statements of Expenditure, Assist to Annual Audit.
- Prepared Bank Reconciliation.
- Preparation of other periodic statement.
- Maintaining of Check Register, Cash Book and Ledger etc.
- Prepare & preserve Tax & VAT Challans & TDS & other Certificates.

## **Executive-Accounts**

(March 2010 - November 2011)

### **Ornate Group**

- Preparing of vouchers.
- Operating of "Tally ERP" Application.
- Preparing of Bills Receivable & Payable statements.
- Preparing of sales & collection and overhead statements.
- Posting to ledgers & preparing of Trial Balance and Income Statement.

## **Academic Qualification**

<b>Exam Title</b>	<b>: M.B.S.</b>
<b>Concentration/Major</b>	: Accounting
<b>Institute</b>	: National University
<b>Result</b>	: First Class Marks: 62.0%
<b>Exam Title</b>	<b>: B. Com (Hons). – 4 years course</b>
<b>Concentration/Major</b>	: Accounting
<b>Institute</b>	: National University
<b>Result</b>	: Second Class, Marks: 53.65%
<b>Exam Title</b>	<b>: Higher Secondary Certificate</b>
<b>Concentration/Major</b>	: Business Studies
<b>Institute</b>	: Govt. Bangla College
<b>Result</b>	: First Division
<b>Exam Title</b>	<b>: Secondary School Certificate</b>
<b>Concentration/Major</b>	: Business Studies
<b>Institute</b>	: Shaheed Abu Taleb High School.
<b>Result</b>	: First Division
<b>Passing Year</b>	1999

### **Reference: -**

1. Name : S.M. Salim Raza FCMA  
Organization : Buildstone Construction Company Ltd  
Designation : Chief Financial Officer  
Mobile : 01795806260

2. Name : S.M. Afzal Uddin FCMA  
Organization : Pinaki Group  
Designation : Chief Financial Officer  
Mobile : 01713015203