

Curriculum Vitae

Md. Saruwar Hossain, ACMA

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Career Objective:

I would like to work in a challenging and competitive environment where strong sense of responsibilities and commitment requires; where dignity of work provides Job satisfaction and the place of work provides potential avenues for learning and growing.

Career Summary:

Eleven (11) Years of working experience in Accounts, cost control, budgeting, financial planning, and strategic decision-making within manufacturing as well as corporate environments. Moreover, cost analysis, financial reporting, management information systems (MIS), variance analysis, and performance evaluation, ensuring organizational profitability and efficiency. Skilled in implementing cost optimization strategies, internal controls, and ERP systems to drive operational excellence.

Professional Experiences:

SAIF Powertec PLC- (Battery Manufacturing Unit)

Assistant General Manager (AGM): Accounts & Finance-Cost & Budget

From 18th February 2024 to Continuing....

Duties and Responsibilities:

- Product costing as well as strategic pricing of all products.
- Preparing Annual Business Plan (ABP) and Master Budget yearly basis.
- Reviewing and assisting preparing monthly Profit and Loss A/C and Management Information Systems (MIS).
- Working for increasing efficiency in Man, Machine and Materials etc.
- Analyze actual material, labor, and overhead costs against standard/budget explain variances, and submit reports as standard.
- To supervise, and guide operations to ensure the minimum level of inventory of raw materials and finished goods which will ensure smooth delivery of finished goods and minimum uses of working capital.
- Identify the cost-saving opportunities and make recommendations to reduce costs without hampering smooth business operations.
- Providing financial analysis and strategic input to facilitate high level decision making by management.

PANNA Group:

(Panna Battery Ltd, Panna Distribution Ltd, Altu Khan Jute Mills Ltd, Panna Plastics Ltd, Panna Packaging Ltd, Panna Three Wheller Ltd etc).

Sr. Manager-Accounts & Finance-Cost Budget and Control (13th March'22 to 19th February'2024)

Manager- Accounts & Finance-Cost Budget and Control (05th September'19 to 10th March 20221)

Duties and Responsibilities:

- Ensuring the accuracy of every month end **Cost of Goods Manufactured Statement** as a Head of the Department (Cost & Budget). Assisting to help prepare monthly Profit/Loss A/C.
- Fixing the **Intra Transfer Pricing**. Setting up **Strategic Price** of the all-concern products and reviewing quarterly.
- Preparing **Standard Costing** for every concern of the Group & Variance analysis reports monthly.
- Pre-Costing and Post Costing for Every Battery Export & Jute Yarn Export monthly basis.
- Participating in the analysis of **NPD (New Product Development)** procedure by providing profitability analysis.
- Preparing **Master Budget**, **Tender costing**, **Machine efficiency** report as well as optimum production plan.
- Co-ordinate **SCM (Supply Chain Management)** department, Sales Point/Depo profitability analysis, productivity analysis, month promo analysis (Sales discount, Incentives monthly as well as yearly).
- Business trend analysis, Competitor analysis, Market analysis, Cost Benefit Analysis etc.
- **Proposing strategically changes and development to corporate and divisional management & any other tasks/works which helps to achieve organizational goals.**

Bengal Group of Industries (BGI):

Bengal Polymer Wares Ltd.-Accounts-Costing- From 18th November'2018 to 04th September'2019.

Duties and Responsibilities:

- Calculating products costing, pricing, budgeting of all products.
- To assist to prepare Financial Statement with comply IAS & IFRS (BAS & BFRS).
- Providing monthly MIS to Assistant General Manager-(Accounts & Finance) which contains, Segment wise Sales, Materials usage analysis, Power Cost, Labor Cost and Productivity analysis.
- Monthly Sales Meeting with Segmented team Leader (Corporate, Institution, Retail & Export) for evaluating Budgeted Sales with Actual Sales performance.
- Monthly report regarding on 1000 plus SKU (Stock Keeping Unit) price with selling Price (By Segmented Retail/Corporate/Institute/Export).
- Monthly meeting with Executive Director & GM Accounts & Finance on segment performance cost to selling price & find out the highest & lowest profitable/loss items.
- Pricing of a newly launched products (Bengal Cement Ltd) of the Bengal Group of Industries.

FARR Ceramics Ltd.

Executive-Accounts & Finance

Assistant Manager-Accounts & Finance

From 10th February'2015 to 15th November'2018.

Duties and Responsibilities:

- Recording day- to-day financial transactions (Invoices, bills and payments).
- Handling accounts payable, receivable and maintaining general ledger and ensuring accuracy.
- Total inventories were maintaining in the Tally Software (Raw materials, Work in process & Finished Goods).
- Reconciling sales quantity in monthly with the gate pass statement for ensuring production accountability & delivery, ultimately finished goods justified.
- Preparing Financial Statement with comply IAS & IFRS (BAS & BFRS) & Monthly Management Information Systems (MIS) which prepares on the basis of factory Production Report (data).
- To assist by providing required documents by Banks / Financial Institutions demanding time to time of project financing, Bank Loan rescheduled, restructured of existing loan etc.
- Interact with external auditors for accomplishing audit report timely and properly.
- Prepare the statutory accounts for the assessment of Income Tax.

ACNABIN Chartered Accountant: (CA Firm)

I worked at ACNABIN Chartered Accountants for Six (06) months as a trainee student. At that time, I joined the POLYCONCEPT Supplier Group Global Buying Services as the representative of ACNABIN Chartered Accountants to provide accounting service.

Professional Education:

I have qualified Cost and Management Accountant (CMA) from The Institute of Cost and Management Accountants of Bangladesh (ICMAB).

Academic Education:

Bachelor of Business Administrative (BBA): 2010
Institute: ASA University Bangladesh (ASAUB)
Major: In Accounting.
Result: CGPA 3.45 out of 4.00.

Higher School Certificate (H.S.C): 2005
Institute: Firoz Miah Government College, Ashuganj, Brahmanbaria.
Board: Cumilla, Result: 4.10 out of 5.00, Group: Business Studies.

Secondary School Certificate (S.S.C): 2003
Institute: Durgapur High School, Bahadurpur, Ashuganj, Brahmanbaria.
Board: Cumilla, Result: CGPA 3.13 out of 5.00 Group: Science.

Soft Skills & IT Knowledge:

- Analytical thinking & Problem-Solving;
- Leadership & Decision making;
- Adaptability & Continuous Learning;
- Time Management & Prioritization;
- Emotional Intelligence & Teamwork;
- Digital & Technological Proficiency and
- Ethical Judgement & Integrity.
- Tally, Customized ERP etc.

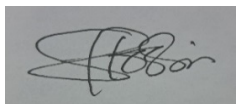
References:

Md. Afzal Hossain, FCA & ACMA.
Senior DGM-Finance-Meghna Group of Industries.
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Certification:

I, the undersigned, hereby, declare that to the best of my knowledge and belief, this Curriculum Vitae correctly describes my qualifications, my skills and me.



Md. Saruwar Hossain