

MD.SAFIQUEL ISLAM, MBA, FCMA

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OBJECTIVE:

Play important role in the task assigned and to grow with the organization professionally by utilizing 26 years of experience and talents in the area of Cost and Budget, Finance, Accounts, Income Tax, VAT and being a part of the successful team to enhance the organization to become a leader in business.

SPECIAL QUALIFICATION:

Financial Reporting
Financial Analysis
Financial Modeling
VAT and Tax handling
Budgeting and Forecasting
Product and Process wise costing
Project and working capital financing

PROFESSIONAL BACKGROUND AND ACCOMPLISHMENTS

Period: From March 2022 to Present

Uttara Group of Companies

The Group takes pride in the success of its associating companies that includes Auto Mobiles (Uttara Motors Ltd), Composite textile, financial service, insurance.

Present Designation: General Manager (Accounts & Finance)

Responsible for managing and leading the Finance Team and for the day-to-day management of the financial reporting, accounting, banking, costing and budgeting, look after factory operations and statutory requirements.

Major Achievements:

1. Analyzing financial statement annually and monthly
2. Manage cash flow to handle all types of payment including suppliers and banks
3. Preparing product cost and suggesting the ways to increase profitability
4. Monitoring production quantity quality, production efficiency and right time shipment
5. Preparing financial strategy to achieve organization goals
6. Preparing annual as well as monthly budget to reach at targeted achievement.
7. Preparing budget holder-wise variance analysis to find-out the reasons for not achieving the target (if any)

8. Supervising the monthly VAT return submission and yearly income Tax return submission
9. Accounting records maintain as per International Accounting Standard
10. Performing the analysis of future investment
11. Designing and implementing the financial policies and strategy
12. Coordinating with production, marketing, procurement, commercial, audit, tax and legal department to run the organization smoothly
13. Developing good relationship with bank and financial institutions, customers, suppliers and other government authorities.
14. Designing different types of MIS report
15. Installation of ERP software

Period: From April 2016 to August 2021

Anwar Group of Industries

Group includes composite textile, jute, financial service like banks & insurance, building materials, real estate, home décor, engineering, trading, and automobiles.

Group business policy is Satisfying consumers by providing the best possible goods & services, pursuing appropriate business ethics and ambition to reach the top.

Previous Designation: General Manager (Accounts & Finance)

Major Achievements:

- ♣ Analyzing of Financial Statement
- ♣ Preparing accounts complying with international accounting standards
- ♣ Setting up product and process wise costing and helping management to set up sales price
- ♣ Implementing the Financial Policies
- ♣ Interpreting cost and profit
- ♣ Setting up master budgeting and forecasting and contributing to increase sales and profitability.
- ♣ Analyzing the budget holder wise variances between actual performance and budget (monthly as well as yearly)
- ♣ Monitoring banking activities of the company
- ♣ Ensuring that strong financial controls and procedures are in place.
- ♣ Identifying the potential for making financial savings.
- ♣ Managing Cash flow.
- ♣ Monitoring monthly VAT & yearly Income Tax return submission.
- ♣ Preparing accounts complying with VAT and Tax return
- ♣ Handling VAT and Tax authorities
- ♣ Performing the investment analysis of existing and future projects
- ♣ Managing finance from bank both for new project and working capital (both for new and existing projects)
- ♣ Assessing the financial risk and planning for avoiding risk (If any)
- ♣ Handling and resolving financial queries of internal and external auditors.
- ♣ Working with Tally ERP and SAP Software
- ♣ Developing good relationship with Bank & Other financial institutions, Customers, Suppliers and

Government Authorities.

♣ Managing and developing a team of Finance and Accounts professionals.

Period: From June 2013 to March 2016

Masafi Group

Masafi Group is a renowned group of company in private sector comprising Shirin Spinning Mills Ltd., AB.R Spinning Mills Ltd., Masafi Bread & Biscuits Industries Ltd., Dimond Biscuits Ltd. And Masafi Flour Mills Ltd. They are dealing with producing and marketing of Yarn, Biscuits, Edible Jell, Drinks, Cake and Toast, vitamin enriched rice and Flour etc. and contributing a great to the national economy.

Previous Designation: Chief Financial Officer

Major Achievements:

Providing Company management with accurate financial information, management accounts and data analysis.

Interpreting financial information and data.

Analyzing the on-going profitability of all ventures entered into by the company.

Ensuring that strong financial controls and procedures are in place.

Financial Modeling

Interpreting cash flows and predicting future trends.

Identifying the potential for making financial savings.

Management of VAT and tax compliance and reporting.

Handling and resolving financial queries.

Managing and developing a team of finance and Accounts professionals.

Speeding the collection of accounts receivables.

Modernizing the billing system.

Modernizing the cash management.

Setting up product wise costing and set up sales price

Financing from bank.

Setting up planning and budgeting procedures and contributing to increasing sales and profitability

Implementing Software Tally-ERP

Developing good relationship with Bank & Other financial institutions, Customers, Suppliers and Government Authority.

Period: March 2011 to April 2013

SAAD MUSA GROUP

Saad Musa Group is a reputed group in RMG sector in Bangladesh. They also owned Spinning Mills, Knitting Factories and Housing.

Previous Position: General Manager (Finance & Accounts)

Major Achievements:

Regularizing the accounting and controlling procedures

Ensuring the timely financial reporting

Preparing new investment proposal

Arranging Finance from bank both for WC and LT finance.
Ensuring that every product has a good business contribution margin
Ensuring timely payment to Suppliers and other stakeholders
Developing and implementing recruitment policy
Developing and implementing purchase policy
Implementing Software Tally-ERP

Period: January 2010 to February 2011

Shina and Opex Group

Sinha and Opex Group is a giant in RMG sector in Bangladesh, they have also varieties of Business like spinning, knitting, banking and others.

Previous Post: DGM (Finance)

Major Achievements:

Monitoring commercial bills realization system
Monitoring LC status
Monitoring BTB Payment status
Reconciling realization with BTB Payment
Monitoring import LC Payment and Goods received
Determining product costing
Preparing the monthly, quarterly and yearly budget
Periodical reporting of budgetary variances

Period: February 2003 to December 2009

Kader Synthetic Fibers Ltd.

Kader Synthetic Fibers Ltd., is a sister concern of Dutch-Bangla Bank Ltd. They also have MSA Spinning Mills Ltd. and AA Synthetic Mills Ltd. This Group are playing vital role in the Banking sector as well as varieties Quality Yarn producing and marketing.

Previous Post: Deputy Manager Accounts

Major Achievements:

Developing software base accounting system
Developing software base inventory system
Buildup Accounts and Finance Team
Preparing and presenting financial statement to the top management
Preparing Cost of Finished Products
Preparing Job order cost Sheet
Determining Landed Cost of imported Materials
Preparing Monthly and Yearly Budget
Analyzing variances and suggesting the necessary actions (if necessary)
Preparing capacity utilization report

Period: September 1998 to January 2003

Monno Group of Industries

Mono Group consists of Monno Ceramic Industries Ltd, Monno Fabrics Ltd., Monno Medical College and Hospital. They are pioneer in producing ceramic tableware in Bangladesh. Monno Fabrics Ltd. is a modern composite textile mills. They have spinning, weaving, Dyeing Finishing and Garments unit in one boundary.

Previous position: Cost Accountant,

Major Achievements:

Preparing Cost of Finished Products
Preparing Job order cost Sheet
Determining Landed Cost of imported Materials
Assisting to prepare Monthly and Yearly Budget
Preparing Bank Reconciliation statement
Assisting to prepare Financial Statements

QUALIFICATIONS & EDUCATION

Fellow of Cost and Management Accountants, The Institute of Cost and Management Accountants of Bangladesh (ICMAB), 2003

Masters of Business Administration, University of Dhaka, 2010

COMPUTER SKILLS

Windows, Words, Excel, PowerPoint, Internet, Accounting Software Tally-ERP, Sales and LC Management Software and Inventory Management Software.

LANGUAGES

Excellent in both English and Bengali

PERSONAL INFORMATION

Father's Name	: Md. Azahar Uddin Fakir
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Permanent Address	: Vill: Karkhana, P.O: Karkhana, Thana: Bauphal, Dist.: Patuakhali
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Date of birth	: 31 st March 1971
Nationality	: Bangladeshi
NID No.	: 190 456 0180
Passport No	: EG0171528
Religion	: Islam

TRAINING SUMMARY:

Training Title	Topic	Institute	Location	Year	Duration
Personal Excellence	Personal Excellence	Mind Mapper Bangladesh	H -73, R-13/A, Block-D, Banani, Dhaka.	2018	16 Hours
Advanced Managerial Communication	Communication	SAPIEN: Strategy Consulting and Research	DCCI, 65-66 Motijheel C/A, Dhaka-1000	2017	24 Hours
How to switch from existing VAT to New Online VAT	Online VAT	Bangladesh Tax Training Institute	IDEB Bhaban, Kakrail VIP Road, Dhaka-1000.	2017	15 Hours
Cost Audit Workshop	Cost Audit	The Institute of Cost and Management Accountants of Bangladesh	Katabon, Nilkhet, Dhaka-1205	2005	6 Hours

REFERENCES:

Reference-1:

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Reference 2:

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Reference-3:

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(Md. Safiqueel Islam, MBA, FCMA)