

## **RESUME OF MD RIFAT HASAN**

### **CAREER OBJECTIVE**

My aim is to secure a better position in the Finance & Accounting world with my knowledge & ambition of becoming a productive individual towards my country in this sector. Always open for new challenges. I believe working efficiently & time management is the key to success. I want to work in a challenging position where I can be able to interact with new people. Eager to gain further knowledge on accounting and finance whole heartedly.



**Name : Md Rifat Hasan**

**Date of Birth : 04-November-2002**

**Nationality : Bangladeshi**

**Gender : Male**

**Martial Status : Single**

**Religion : Islam**

**Permanent Address: 497/2/A/B, North Ibrahimpur, Mirpur-14, Kafrul, Dhaka-1206**

### **EDUCATION**

#### **The Association of Chartered Certified Accountants (ACCA)**

**Skills Level Student**

**Completed 7 AFD Papers and 2 ACCA Skills Level Papers**

**Completed Skills Level Papers include:**

- **Financial Reporting (FR)**
- **Corporate & Business Law (LW)**

**Edexcel A Levels- British Council, Dhaka**

**Subjects :**

- **Accounting**
- **Economics**

**(Passing Year June 2020)**

**Edexcel IGCSE O Levels- British Council, Dhaka**

**Subjects :**

- **English Language B**
- **Bengali**
- **Mathematics B**
- **Commerce**
- **Business Studies**
- **Accounting**

**(Passing Year June 2018)**

## CONTACT

Phone Number:

01817564651

Email:

[rifathassan746@gmail.com](mailto:rifathassan746@gmail.com)

Reference:

- Yusha Al Khondker  
FCCA (Internal Audit  
Grameenphone) (Co-  
Founder of Headstart)
- Sazzadul Islam ACCA

## JOB EXPERIENCE

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**From 16 November, 2024 to Present**

Designation : **Principal Officer**

Department : **Finance & Accounts**

Organization Name : **Walton Group**

**From 1 October, 2023 to 3 November 2024**

Designation : **Assistant Accountant**

Department : **Business Support Services**

Organization Name : **KPMG Bangladesh**

Duties include:

- . Giving Tax & VAT Advices to some leading multinational clients
- . Preparing VAT Return & Withholding Tax Return of clients.
- . Preparing Foreign Direct Investment (FDI) & Quarterly Receivables & Payables (QRP) of clients.
- . Doing Tax & VAT Audit of clients.
- . Giving accounting services to clients through Tally ERP 9 & SAP.
- . Preparing clients' Financial Statements & looking after their stocks in physical counting while inspection.
- . Preparing invoices and looking after bank transactions of KPMG.

## **COMPUTER LITERACY ALONG WITH ACCOUNTING SOFTWARES INCLUDE:**

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- **MS Office Suites- MS Excel, Word & Powerpoint**
- **Google Sheets**
- **SAP**
- **Tally**
- **Quickbooks**
- **Zohobooks**
- **Oracle**

## **KEY SKILLS AND CHARACTERISTICS**

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- Team player and management**
- Communication**
- Friendly, courteous, and service oriented**
- Poised under pressure**
- Business management and entrepreneur**
- Fluent in English and Bengali**
- Time Management**