



AHSAN JAMIL RIFAT

ACCOUNTANT_CERTIFIED BOOKKEEPING PROFESSIONAL

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CONTACT

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“Dedicated and detail-oriented bookkeeper with experience in managing financial transactions and maintaining accurate records. Proficient in double-entry bookkeeping, reconciliations, and utilizing accounting software such as QuickBooks and NetSuite. Known for my strong analytical skills and ability to prioritize tasks effectively. I am committed to upholding high standards of accuracy and confidentiality in financial reporting. I thrive in collaborative environments and am eager to contribute my expertise in optimizing financial operations.”

EDUCATION

Independent University Bangladesh (IUB)

Bachelor of Business Administration [2016-2021]

Major in **Finance** | Minor in **Accounting** | CGPA 3.25 out of 4.

- Received merit scholarship (100%) on admission.
- Relevant course work: Corporate Finance, Financial Accounting, Managerial Accounting, Cost Accounting, Auditing, Income Tax Accounting, Microeconomics, Macro Economics, International Financial Management, Investment Management, Banking and Finance, Financial Derivatives, Fundamental Computer System.

Maple Leaf International school

- **A'Level [2013-2015]**
Physics and Mathematics | Graduated with CGPA 2.50 out of 5.
 - **O'Level [2012-2013]**
Science, Mathematics, Accounting, Economics | Graduated with CGPA 5 out of 5. | Awarded **The Daily Star Award**.
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CERTIFICATES/CERTIFICATIONS:

Intuit Certified Bookkeeping Professional Program (Training completed)

- Bookkeeping basics
- Assets in Accounting
- Liabilities and Equity in Accounting
- Financial Statement Analysis

SKILLS:

- Bookkeeping
- Accounting practices
- MS Excel and Gsheet
- Netsuite
- Software Proficiency

STRENGTH:

- Attention to detail
- Analytical skills
- Problem-solving abilities
- Ethical standards
- Continuous learning
- Attention to compliance

Corporate Finance Institute

Courses completed: (67.5 hours)

- Accounting Fundamentals
- Reading Financial Statements
- Excel Crash Course
- Introduction to Corporate Finance
- Math for Corporate Finance
- Accounting principles and standards
- Financial Analysis Fundamentals
- Business Valuation Modeling
- Building a 3 statement Financial Model
- FP&A Monthly Cash Flow Forecasting
- Budgeting and forecasting
- Analyzing Growth Drivers and Business Risks
- Scenario and Sensitivity Analysis
- PowerPoint and Pitchbooks

EXPERIENCE

Monstarlab Enterprise Solutions (MLES)

- **Senior Finance Associate, R2R [Jan'24 – present]**
Financial and Management Reporting, Financial Analysis
- **Finance Associate, R2R [Jan'23 – Dec'23]**
Financial and Management Reporting.
- **Junior Finance Associate [May'22 – Dec'22]**
Bookkeeping, Assisting Monthly Reporting

Current role includes (but not limited to) :

1. Financial Reporting in NetSuite.
2. Monthly, quarterly and yearly closing.
3. Record and review journal entries for accruals, prepayments, depreciation, and other transactions to ensure accurate financial reporting.
4. Balance sheet reconciliations.
5. Financial analysis.
6. Compliance and Audit support.
7. Process improvement.
8. Processing Intercompany transactions.

BRAC Dairy and Food Project

- **Finance intern [Feb'21 – May'21]**
AP/AR management, Fixed Asset management