

CURRICULUM VITAE
OF
MD ABDUL HYE

MAILING ADDRESS:

MD. ABDUL HYE

Molovi Asad Ali Bari

Vill: Shaban Ghata Khawja Road

P.O: Chandgaon, P.S: Chandgaon

Chittagong

E-mail: hyeabdul10@yahoo.com

Cell No: 01811-302059

CAREER OBJECTIVES:

- ⇒ To proper utilize the acquiring knowledge from the practical field and educational Institutions.

PERSONAL INTEREST:

I am fully devoted to my work and try to do better for the serving company. My Interest is to do something special for the company whereas the company can get better benefit.

PROFESSIONAL PROFILE:

I have been working as an Executive Accounts in AFS Group for two years

I have been working as an Accounts Officer in **Asia Group** from 1st January 2012 to till now.

Responsibility:

Daily accounting operation posting in Accounting Software
Prepare monthly & Yearly report, Bank Reconciliation,
Bank Correspondence
Monthly Liability position (LTR. MTR, CC (Hypo), Term loan)
LC Costing,
Group Sister Concern Reconciliation
Prepare Accounts for Tax of sister concern yearly
Petty Cash handling, Deposit, Collection & Payment
Mail Correspondence

Skills:

- ❖ Computer efficiency in MS-Word, MS-Excel & MS Power point.
- ❖ Well knowledge about e-mail correspondence
- ❖ Tally Software course (Accounting)

PROFESSIONAL EDUCATION:

- **CIMA (part qualify)**

EDUCATION:

- ❖ **Post Graduate Degree (M.COM)**
 - Department of Accounting
 - National University
 - Result: 2nd class, Year 2009
- ❖ **Master of Business Administration (M.B.A):**
 - Department of Finance
 - Southern University of Chittagong
 - Result : 3.61 out of 4 , year 2010
- ❖ **Graduate Degree (B.COM)**

- Background of Commerce
- National University
- Result: 2nd Division, Year 2001
- ❖ **Higher Secondary certificate (H.S.C):**
 - Certified from Chittagong Board
 - Background of Commerce
 - Result: 2nd Division, Year 1999
- ❖ **Secondary School Certificate(S.S.C):**
 - Certified from Chittagong Board
 - Background of Science
 - Result: 2nd Division, Year 1996

PERSONAL PROFILE:

Name : Md. ABDUL HYE
Father's name : Late Md. Abul Fazal
Mother's name : Late Hasina Begum
Permanent Address : Molovi Asad Ali Bari,
Vill: Shaban Ghata, Khawja Road
PO: Chandgaon, PS: Chandgaon
Dist.: Chittagong
Present Address : Molovi Asad Ali Bari,
Vill: Shaban Ghata, Khawja Road
PO: Chandgaon, PS: Chandgaon
Dist.: Chittagong.
Contact no. : (880) 01811-302059
Marital Status : Married
Date of birth & Place : 31st December 1980 in Chittagong
Religion : Islam
Nationality : Bangladeshi by birth

REFERENCE: DR. MD. Zakaria Chowdhury
M.B.B.S
Medical Officer
Chittagong City Corporation
Cell no. 01816-517008

I hereby declare that the information given above is correct. In case of any false information, I will be liable to appropriate legal action.



MD. ABDUL HYE
Applicant