

Krishna Kumar Baidya

Address: 241, Chechaniakandi, Word No: 11, Gopalganj Pourasova, Gopalganj, Bangladesh.

Cell: 01937 980097

Career Objective:

I am seeking a challenging position where I can fully utilize my competencies, capabilities, skills, education, and experience. I am committed to providing complete support to achieve organizational goals and create mutual benefits.

Skills & Competencies (Financial & Accounting Skills)

- **Financial Analysis:** Proficient in conducting financial statement analysis.
- **Accounting & Reconciliation:** Skilled in maintaining bank and cash books, and preparing monthly reconciliation statements for various bank accounts and sister concerns.
- **Financial Reporting:** Capable of preparing monthly cash and fund flow statements.
- **Payroll Management:** Experienced in verifying monthly salary sheets, overtime, and other benefits, and accurately posting data into accounting software.
- **Bank Operations & Data Entry:** Adept at collecting and verifying monthly bank charges and commission advice, ensuring accuracy, and posting relevant data into financial software.

Professional Attributes

- **Leadership & Management:** Possess strong leadership, managerial, and supervisory skills.
- **Communication & Coordination:** Extensive experience in effective communication and coordination.
- **Adaptability & Resilience:** Ability to work effectively under pressure and easily adapt to new working environments.
- **Learning Agility:** Quick learner with a detail-oriented approach.
- **Integrity & Ethics:** Highly trustworthy, discreet, and ethical professional.

Technical Skills

- **Computer Proficiency:** MS Office Suite (Word, Excel, PowerPoint), Windows OS setup, PC troubleshooting, Internet browsing.

Languages

- **Bangla:** Native
- **English:** Fluent in both written and spoken communication.

Educational Qualifications

- **Masters of Business Administration (MBA - Accounting)**
 - **From** : Govt. Bangabandhu College, Gopalganj, Under National University
 - **Result** : CGPA 3.22 (Out of 4.00)
 - **Passing Year** : 2014 (Held - 2017)
- **Bachelor of Business Administration (B.B.A - Accounting)**
 - **From** : Govt. Bangabandhu College, Gopalganj, Under National University
 - **Result** : CGPA 2.98 (Out of 4.00)
 - **Passing Year** : 2013 (Held - 2015)
- **Higher Secondary Certificate Examination (H.S.C)**
 - **From** : Haji Lal Mia City College, Gopalganj, Under Dhaka Board
 - **Group** : Business Studies
 - **Result** : GPA 4.20 (Out of 5.00)
 - **Passing Year** : 2009
- **Secondary School Certificate (S.S.C)**
 - **From** : S.M. Model Govt. High School, Under Dhaka Board
 - **Group** : Business Studies
 - **Result** : GPA 4.25 (Out of 5.00)
 - **Passing Year** : 2007

Personal Information

- **Father's Name** : Shankar Baidya
- **Mother's Name** : Shanti Lata Baidya
- **Permanent Address** : 241, Chechaniakandi, Word No: 11, Gopalganj Pourasova, Gopalganj
- **Date of Birth** : 28th August, 1992
- **Nationality** : Bangladeshi
- **Religion** : Hindu
- **Blood Group** : O+
- **Marital Status** : Single
- **National ID** : 1001043494

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