

MD. SAIFUL ISLAM

BBA in Accounting & Information Systems

+880 1877129013 | mdsaifulislam479261@gmail.com | Bajitpur, Kishoreganj, Bangladesh

PROFESSIONAL SUMMARY

Detail-oriented Accounting and Information Systems graduate with hands-on experience in financial accounting, data analysis, and digital marketing. Proficient in Microsoft Excel, Tally ERP 9, and Stata. Adept at applying IFRS standards, managing accounting entries, and leveraging data tools to support business decisions. Seeking an entry-level role in accounting, finance, or business analytics.

EDUCATION

BBA in Accounting and Information Systems	2026
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Jashore University of Science and Technology (JUST)

CGPA: 2.95 / 4.00

Higher Secondary Certificate (HSC) — Business	2019
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Aftab Uddin School & College, Bajitpur, Kishoreganj

GPA: 4.08 / 5.00

Secondary School Certificate (SSC) — Science	2017
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Sararchar Sibnath High School, Bajitpur, Kishoreganj

GPA: 4.45 / 5.00

CERTIFICATIONS

Digital Marketing (60 Hours)	2024–2025
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BCC & Department of CSE, Jashore University of Science and Technology

SKILLS

Technical Skills

- Microsoft Excel — XLOOKUP, Pivot Tables, Data Handling
- Tally ERP 9 — Accounting Entries & Basic Reporting

- Stata — Data Handling and Basic Statistical Analysis
- Financial Accounting & IFRS — Fundamental knowledge and application

Soft Skills

- Communication — Strong verbal and written proficiency in Bangla and English
- Analytical Thinking — Ability to interpret financial data and draw actionable insights
- Team Collaboration — Proven ability to work effectively within diverse teams
- Attention to Detail & Accuracy — Consistent precision in accounting and data tasks

KEY COMPETENCIES

- Customer Service & Relationship Management
- Operational Efficiency Improvement
- Financial Reporting & Data Analysis
- Team Support & Coordination

LANGUAGES

Bangla	Native
English	Fluent

REFERENCES

Dr. Mohammad Kamal Hossain, ACCA

Associate Professor& Chairman, Department of Accounting and Information Systems
Jashore University of Science and Technology
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Dr. Mohammad Jahangir Alam

Associate Professor, Department of Accounting and Information Systems
Jashore University of Science and Technology
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