



# PRODIP CHANDRA ROY

## Contact

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### Address

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## Career Objective

Highly motivated and detail-oriented Accounting graduate (BBA & MBA) seeking an entry-level position in Finance, Accounting, or Corporate Management. Eager to leverage strong analytical skills, knowledge of financial reporting, and proficiency in accounting software to contribute effectively to organizational growth while developing a robust corporate career.

## skills

### CORE SKILLS

Financial Accounting: Financial Statement Analysis, Bookkeeping, Budgeting, and Tax preparation.

Software Proficiency: MS-Word, MS-Excel, MS-PowerPoint.

### Soft Skills:

Strong analytical and problem-solving abilities.

Excellent interpersonal and communication skills.

Time management and ability to work under pressure with professional ethics.

## Language

- Bangla
- English

## Professional Summary

Results-driven Accounting graduate with an MBA in Accounting and strong academic background in financial reporting, auditing, taxation, and cost management. Proficient in financial analysis, bookkeeping, and accounting software. Seeking an entry-level position (Accounts Executive/ Assistant Accountant/ Assistant Branch Manager/ Program Organizer) in a dynamic corporate environment to apply analytical skills and contribute to organizational financial excellence

## Education

Master of Business Administration (MBA)

Major in Accounting

National University, Year-2016, CGPA-3.14/4.00

Bachelor of Business Administration (BBA)

Major in Accounting

National University, Year-2015, CGPA-3.06/4.00

Higher Secondary Certificate (HSC)

Group-Business Studies, Board-Dinajpur,

Year-2011, GPA-4.70/5.00

Secondary School Certificate (SSC)

Group-Science, Board- Dinajpur,

Year-2009, GPA- 4.00/5.00

## References

**Md. Abdul Matin**

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