



MD.KAMRUL HASSAN NILOY

ACCOUNTS OFFICER

ABOUT ME

Full-time accounts Officer with 1 years of experience in salary administration, business accounting, risk analysis, budgeting and human resources. My experience includes extensive work in accounts payable, accounts receivable, collections, financial reporting and audits.

EDUCATION

Master of Business Administration(MBA)

Board/University: National University

Subject: Management

Result:3.15 (Out of 4.00)

Passing Year: 2022

Bachelor of Business Administration(BBA)

Board/University: National University

Subject: Management

Result:2.89 (Out of 4.00)

Passing Year: 2021

JOB EXPERIENCE

UBINIG PVT.LTD

Accounts Officer June , 2025 - Present

- I made regular budgets to anticipate monthly cash requirements.
- I wrote financial and regulatory reports to incorporate and open new offices.
- I wrote monthly and annual expense forecasts, in addition to all the actions necessary to manage costs according to the budget.

SKILLS

- Microsoft word & Excel
- Daily Cash & Bank Book Maintain
- Bank Reconciliation & Financial Report
- preparing
- Consolidated Receipts & Payments statements
- Assist All Project Management Field Activities
- Project Management & ERP/Tally Software Working

CONTACT

01337404529

01995278528

niloy.ubinig@gmail.com

Agargoan,Taltola Sher-E Bangla Nagar,
Dhaka-1207

REFERENCE

MD.SAIFUL ISLAM BHUIYAN

Admin & Finance Manager

UBINIG Pvt.Ltd

01511441245

MD. ARAFAT NUR RIFAT

Branch Accounts Officer

BRAC

01957375722

PERSONAL DETAILS

PRESENT ADDRESS

AGARGOAN TALTOLA,SHER-BANGLA

NAGAR,DHAKA-1207

Permanent Address

Bagraksha, Sherpur town,Sherpur

Sadar-2100

Permanent Address

Bagraksha, Sherpur town,Sherpur

Sadar-2100

Declaration: I, the undersigned do hereby state that to the base of my knowledge and belief, the above mentioned date correctly described my qualification and me.

Name:MD.Kamrul Hassan Niloy
Father’s Name: MD.Abdul Hye
Mother’s Name: Jannatul Ferdus
Date of Birth: 1 January, 1999
Nationality: Bangladesh by birth
Religion: Islam
Marital Status: Single
Sex: Male
Blood Group: O+
NID No: 5125890748

MD.KAMRUL HASSAN NILOY