



CHINMAY BISWAS

(CA-CC)

CONTACT

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Shyamoli, Dhaka-1207

PROFESSIONAL QUALIFICATION

- ★ **Article ship Period:** (CA-CC- 13 December 2022 to 03 December 2025)
- ★ **Firm's Name:** Razzaque & Co. Chartered Accountants
- ★ **Principal:** Abdur Razzaque Mollah FCA
- ★ **Reg. No.:** 35960/22
- ★ **Result:** CA-CC Course Complete

ACADEMIC QUALIFICATION

- 2020 • **B.B.A in Accounting**
Bagharpara College, Jashore.
CGPA: 2.65 out of 4.00
- 2016 • **Higher Secondary Certificate**
Gobra Mitra College, Narail.
Business Studies
GPA: 2.75 out of 5.00
- 2014 • **Secondary School Certificate**
Gobra Parbati Bidyapith, Narail.
Business Studies
GPA: 3.81 out of 5.00

CAREER OBJECTIVES

I'm on the lookout for a career in a growth-oriented organization that utilizes my talent & skills and provides opportunities that enhance my professional exposure to serve the organization effectively & efficiently to add value to that organization with my best.

PROFESSIONAL STRENGTHS AND SKILLS

- ❖ Preparing financial statements in accordance with IAS & IFRS.
- ❖ Conducting audit in accordance with ISA.
- ❖ Preparing budget, analyzing financial & non-financial data;
- ❖ Prepare different reconciliation statements as required by management, bank, cash, debtors and creditors.
- ❖ Liaison with, external audit firms, financial institutions, and different govt. offices etc.

Working Experience and Current Position:

I am working as an Audit Representative - Audit and Assurance Departments at **Razzaque & Co** Chartered Accountants from 13 December 2022.

PROFESSIONAL EXPERIENCE AND ACHIEVMENT.

During my article ship period, I covered the following working areas etc.

Name of Organization	Type	Work of Performed
SQ GROUP	Private Company	Statutory Audit
SB GROUP	Private Company	Statutory Audit
MATADOR GROUP	Private Company	Statutory Audit
BAY GROUP	Private Company	Statutory Audit
REB - SHARIYATPUR PALLI BIDYUT SAMITY	Autonomous Government	Statutory Audit
REB - PATUAKHALI PALLI BIDYUT SAMITY	Autonomous Government	Statutory Audit
RIC-Resource Integration Centre	NGO	Statutory Audit
ADI-Alternative Development Initiatives	NGO	Statutory Audit
DHAKA AHSANIA MISSION (DAM)	NGO	Statutory Audit
ESDO-Environment and Social Development Organization	NGO	Statutory Audit
CEDAR	NGO	Statutory Audit

LANGUAGE

Bangla 

English 

IT SKILLS

 Office (Word, Excel, Power Point, MS Access)

 Internet Browsing

 Email Handling

 Presentation

EXTRACURRICULAR ACTIVITIES

 Public Speaking

 Arts

 Voluntary Work and Fundraising

REFERENCE

- **Abdur Razzaque Mollah FCA**
Principal
Razzaque & Co.
Chartered Accountants
Phone: 01918-404848
E-mail: razzaqueandco@yahoo.com
razzaqueandco768@gmail.com
- **Md Shahinul Haque Assistant Professor,**
Tala Government College,
Tala, Satkhir.
Department of Accounting
Phone: 01710-002041
Email: mshaque.ru@gmail.com

SPECIAL QUALIFICATION

- ✧ Recording financial transactions
- ✧ Reconciliations
- ✧ Preparation of Financial Statements
- ✧ Team management
- ✧ Internal audit
- ✧ External audit

SKILL ENHANCEMENT TRAINING

In my article period, I participated in the following Training programs:

- **International Financial Reporting Standards:** Organized by Razzaque & Co. Chartered Accountants.
(By Syed Monjur Morshed Sabuj ACA)

Before my article period, I participated in the following Training programs:

- ❖ **Microsoft Office programs:** Organized by Bangladesh Technical Training Center (6 Months Course).

PERSONAL INFORMATION

Father Name : Chitta Ranjan Biswas
Mother Name : Gouri Rani Biswas
Marital status : Single
Gender : Male
Nationality : Bangladeshi by Birth
Religion : Hindu
Permanent Address : Vill: Goail Bari Tha: Narail Dist: Narail
Blood group : B+
Date of Birth : 25-07-1997

DECLARATION

I, Chinmay Biswas, certify that the above information is right to the best of my knowledge and belief.

Chinmay Biswas CA-CC
Reg.No:35960/22