



SUROVI AKTER

suroviakter666666@gmail.com
8801855477161

Career summary

Motivated and detail-oriented accounting professional with strong skills in financial data management, reporting, and maintaining accurate records. Demonstrates excellent analytical ability, attention to detail, and the capacity to handle financial tasks efficiently in a structured environment. Capable of supporting daily operations while ensuring compliance with financial procedures and standards.

Employment history

Total years of experience: N/A

N/A

Academic qualifications

Level	Degree, Group/Major	Institute	Result	Pass.year
Bachelor / Honors	BSS (Hon's), BSS Hon's (Economics)	NATIONAL UNIVERSITY	Grade: 2.86 out of 4.00	2021
Higher Secondary	H.S.C, Business studies	KALIR BAZAR COLLEGE	Grade: 4.25 out of 5.00	2016
Secondary	S.S.C, Business studies	KALIR BAZAR MIZANUR RAHMAN HIGH SCHOOL	Grade: 4.25 out of 5.00	2014

Trainings

Training title	Institute	Country	Duration
Computer Training	Computer Training center	Bangladesh	6 Months

Professional certifications

N/A

Additional information

Current monthly salary : 0 BDT

Expected monthly salary : 25000 BDT

Notice period : 7 days

Extracurricular activities : During my extracurricular involvement, I provided private tuition in Accounting and mathematics, English helping students strengthen their academic foundations and achieve improved results. I prepared structured lesson plans, simplified complex topics for easier understanding, and encouraged critical thinking through interactive discussions. This experience enhanced my communication, mentoring, and organizational skills while fostering a supportive learning environment.

Relative working in BRAC

N/A

Specialisation

Fields of specialisations

- **Skills**

Accounts & Finance
Work well Under pressure
Time Management

Languages

Language	Speaking	Writing	Reading
English	Intermediate	Intermediate	Intermediate
Bangla	Native	Fluent	Fluent

Personal information

Father's name : Md.Salim Hossain
Mother's name : Umme Hune
Date of birth : October 12, 1996
Gender : Female
Nationality : Bangladeshi
Blood group : AB+
Country of birth : Bangladesh
NID number : 8255865001
Passport number : N/A
Special category : No
Permanent address : East powa,kalir bazar,14 no union
East powa,kalir bazar,14 no union
3500
Faridganj, Chandpur, Chattogram
Present address : East powa,kalir bazar,14 no union
East powa,kalir bazar,14 no union
3500
Faridganj, Chandpur, Chattogram

Reference(s)

Name

Designation

Organisation

Phone

Email

Takhijul Hosan

Branch Accounts Officer

BRAC

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Hapez Al Mamun

Principle

Kalir-bazar College

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