

HRIDOY MODAK

Management Professional

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East-paikpara, Brahmanbaria Sadar, Brahmanbaria



SUMMARY

I am a results-driven Management professional with a B.B.A. background and a strong portfolio in community leadership and corporate representation. I have a proven track record in executing targeted campaigns for multinational organizations and leading social accountability initiatives. My skills include data collection, stakeholder engagement, and operational management.

EXPERIENCE

Apprentice Accountant

Akij Biri Factory Ltd, Bangladesh

Jan - Apr, 2026 Bangladesh

Organization focusing on manufacturing and delivering quality tobacco products

- Maintained daily financial records and vouchers with accuracy, ERP data entry for sales, stock, and transactions
- Assisted in preparing reports and Coordinated with team for smooth financial operations

Youth Engagement Support (YES), Co-leader

Transparency International Bangladesh (TIB)

2024 - 2026 Bangladesh

Organization focusing on combating corruption and promoting transparency

- Executed anti-corruption awareness and advocate for transparency in public sectors such as healthcare and education
- Utilized social accountability tools to catalyze integrity in public service delivery. Executed data collection from rural and urban area, Coordinated logistics for monthly meetings

Brand Representative

British American Tobacco Bangladesh

2019 - 2020 Bangladesh

Leading multinational company in the tobacco sector

- Managed the PUG campaign, consistently meeting high-pressure targets within strict deadlines
- Conducted market analysis by identifying customer preferences and feedback to refine brand strategy

Volunteer

Bangladesh Red Crescent Society (BDRCS)

2024 - 2026 Bangladesh

Humanitarian organization providing emergency assistance and disaster relief

- Facilitated Community Engagement and Accountability CEA programs to promote community resilience and emergency preparedness

EDUCATION

B.B.A. in Management (3.03 out of 4)

Brahmanbaria Poura College (National University)

2020 - 2023 Brahmanbaria

H.S.C. in Business Studies (3.45 out of 5)

Brahmanbaria Poura College

2019

Brahmanbaria

S.S.C. in Business Studies (3.95 out of 5)

Annada Govt. High School

2017

Brahmanbaria

KEY ACHIEVEMENTS



Community Engagement Leadership

Successfully led community engagement programs that have enhanced disaster preparedness in local areas



Data Collection Success

Achieved a high success rate in data collection and analysis to support anti-corruption initiatives

LANGUAGES

Bengali

Native ●●●●●

English

Proficient ●●●●●

SKILLS

Gmail

CRM

Pug

Microsoft Office

Microsoft Excel

Microsoft Power Point

Google Workspace

Training/Courses

- Professional Computer Application Training**
Youth Development, Brahmanbaria.
- Social Accountability & Advocacy Training**
Transparency International Bangladesh (TIB).

References

1. Suman Modak, Professional Associate

Organization: BMSL Investment LTD.

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LinkedIn: [linkedin.com/in/suman-modak-0b671a80](https://www.linkedin.com/in/suman-modak-0b671a80)

Relationship: Professional Reference

2. Abdur Rahman, Coordinator (Brahmanbaria)

Organization: Transparency International Bangladesh

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Relationship: Supervisor