



# MD. GIAS UDDIN

## JUNIOR ACCOUNTANT

### OBJECTIVE

To be associated with an organization where I can utilize my skills through a continuous learning process and provide meaningful solutions to the organization in the achievement of its goals and objectives.

### WORK EXPERIENCE

#### Moon Star Travel & Tourism LLC - Junior Accountant

January 2022 - April 2023

Al Soor, Sharjah, UAE

- Daily Accounting operations
- Account Transactions
- Inter Branch Transactions
- Security Deposit Refund
- Weekly and Monthly Reports

#### CHILD CARE HOSPITAL - Cashier

Jun 2019 – November 2021 (Bangladesh)

(The main activities include counting, balancing from daily cash bags, data entry of daily cash, maintaining adequate currency and coin supplies to meet daily needs, and troubleshooting issues that arise in connection with these activities.)

### EDUCATION

#### Master of Business Administration (MBA) 2021

Institution - Port City International University

Major - Finance

#### Bachelor of Business Administration (BBA) 2018

Institution - National University

Major - Finance

#### Higher Secondary Certificate (HSC) 2014

Institution - City Commerce College

#### Secondary School Certificate (SSC) 2012

Institution - T & T High School

Md. Gias Uddin



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UAE Resident

### PROFESSIONAL

- Financial Accounting

Have ability to work under pressure

### TECHNICAL KNOWLEDGE

- Microsoft Office (MS Excel, MS word & MS PowerPoint )
- Email Communication, Tally

### PERSONAL SKILLS

- Self-motivator
- Team player
- Good communications skills
- Dedicated towards work
- Pro-active

### PERSONAL DETAILS

- Date of Birth : 01 January 1997
- Marital Status : Single
- Religion : Islam
- Nationality : Bangladeshi
- Gender : Male

### LANGUAGES

- English
- Hindi
- Urdu
- Bangali