










Rahul Karmaker

ACCOUNTANT



Personal details

-  Rahul Karmaker
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-  Al nahda, Al Mubarakiya Tower, DUBAI
-  June 14, 1989
-  BANGLADESH
-  Male
-  BANGLADESHI
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Skills

- Microsoft Word
- Excel
- PowerPoint Presentation
- Teamwork
- Convincing
- Inspiring
- Influencing
- Negotiation

Profile

To serve the customer with empathy & assure functional excellence for scalable growth.

As a Senior Accountant with an M.B.S Hons in Accounting, I bring extensive expertise in financial management and reporting. My experience is complemented by strong skills in Excel and Leadership, enabling me to provide strategic insights and drive team success. I excel in influencing key stakeholders, ensuring optimal financial performance and compliance. With a proven track record in delivering results, I am committed to leveraging my analytical and leadership abilities to contribute effectively to organizational growth and success.

Education

- M.B.S Hons in Accounting** Dec 2013
Brahmanbaria Govt. College Under National University, Gazipur
1st Class
- B.B.S Hons in Accounting** Dec 2012
Brahmanbaria Govt. College under National University, Gazipur
2nd Class
- HSC in Business Studies** Dec 2007
Comilla board
GPA 4 out of 5
- SSC in Business Studies** Dec 2005
Comilla board
GPA 4.56 out of 5

Employment

- Senior Accountant** Jul 2024 - Present
US LOGISTICS FZCO LLC, DAFZA, DUBAI
- Senior Officer Agent Banking Division** Sep 2020 - May 2024
DUTCH BANGLA BANK LTD., Brahmanbaria District
- Junior Officer (Cash In-Charge)** Sep 2019 - Sep 2020
NRBC Bank Ltd.
Serves customers by completing account transactions. Provides account services to customers by receiving deposits and loan payments, cashing checks, issuing savings withdrawals, and recording night and mail deposits. Sells cashier's checks, traveler's checks, and series e bonds. Answers questions in person or on telephone and refers customer to other bank services. Records transactions by logging cashier's checks, traveler's checks, and other special services; preparing currency transaction reports. Cross-sells bank products by answering inquiries, informing customers of new services and product promotions, ascertaining customers' needs, and directing customer to a branch representative. Completes special requests by closing accounts, taking orders for checks, opening and closing Christmas and vacation clubs, exchanging foreign currencies, completing

Languages

English	<div><div></div><div></div><div></div><div></div><div></div></div>
Hindi	<div><div></div><div></div><div></div><div></div><div></div></div>
Arabic	<div><div></div><div></div><div></div><div></div><div></div></div>

safe-deposit box procedures, and providing special statements, copies, and referrals. Reconciles cash drawer by proving cash transactions, counting and packaging currency and coins. Maintains supply of cash and currency and turns in excess cash and mutilated currency to head teller. Maintains customer confidence and protects bank operations by keeping information confidential. Contributes to team effort by accomplishing related results as needed.

Trainee Assistant Officer (Cash in Charge)

Dec 2015 - Sep 2019

Eastern Bank Ltd.

To make payment & receive deposit efficiently shortest possible time without any flaws. Daily reconciliation of all teller's transaction, holding Vault key. ATM booth necessary maintenance/cash loading/reconciliation. Stay alert against fake notes, fraudulent transaction & money laundering. Cross selling, assist to meet the Budget & the financial target Cash Management which includes maintaining cash within vault limit, Cash balance & return of the cash into the branch vault, Monitoring the flow of cash at the teller counters, Sorting of notes, Withdrawal/Deposit of cash from/to feeder branch ETC Achievement: Achieved deposit target of BDT 2 crore, loan target of BDT 50 lac, 40 new account opening & giving 4 credit cards in every month. Worked in school banking program initiated by the bank which got massive success.

Accounts officer

Jan 2011 - Dec 2015

SMGE global Education & Consultancy ltd

Provides financial information to management by researching and analyzing accounting data; preparing reports. Prepares asset, liability, and capital account entries by compiling and analyzing account information. Documents financial transactions by entering account information. Recommends financial actions by analyzing accounting options. Summarizes current financial status by collecting information; preparing balance sheet, profit and loss statement, and other reports. Maintains accounting controls by preparing and recommending policies and procedures. Guides accounting clerical staff by coordinating activities and answering questions.

Courses

Computer Training Course
6 Months

AML Training on Anti Money Laundering
2 Days

References

References available upon request.