



IQRAM KHAN

Experienced Manager | Available
in UAE | Ready to Join Immediately

Seasoned finance and account management professional with comprehensive expertise in financial reporting, market analysis, and strategic planning. Equipped with a Bachelor of Business Administration in Finance and hands-on experience in budgeting, forecasting, and negotiating contracts, ready to leverage strong analytical and leadership skills to enhance business performance in the UAE. Committed to delivering exceptional value through meticulous financial management and proactive client relationship building.

Contact

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- Al-Ain, United Arab Emirates

Education

- Bachelor of Business Administration - Finance**
Premier University Chittagong
2009-2013
Chittagong, Bangladesh

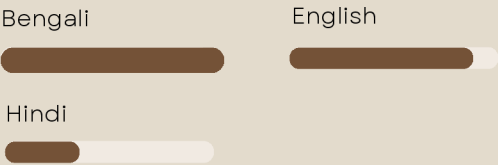
Skills

Organized	● ● ●
Communication	● ● ●
Teamwork	● ● ●
Meeting deadlines	● ● ●
Customer Service	● ● ●
Financial Analysis	● ● ●
Networking	● ● ●
Budgeting	● ● ●
Tax Preparation	● ● ●
Problem Solving	● ● ●
Market Research	● ● ●

Experience

- Cashier** Jun 2025 - July 2025
Noor Al Sabah Meat Shop, Dubai, UAE
 - Processed cash, credit, and check transactions accurately and efficiently to ensure smooth daily operations.
 - Managed and maintained detailed financial records and reconciliations to support accurate cash handling processes.
 - Monitored daily sales and transaction reports to identify discrepancies and ensure compliance with financial policies.
- Manager** Feb 2020 - April 2025
N.M.Mazumder Properties, Bangladesh
 - Conducted detailed market analysis to identify new business opportunities and inform strategic account plans.
 - Monitored account performance metrics and prepared regular reports to guide management decisions.
 - Led quarterly business review meetings with clients to align account strategies with evolving market trends and client goals.
 - Negotiated contracts and agreements to maximize profitability while maintaining client trust.
- Accountant** July 2015 - Dec 2019
Solid Void Architects, Bangladesh
 - Supported budgeting and forecasting activities to assist management in financial planning.
 - Utilized accounting software to streamline financial operations and improve data management efficiency.
 - Analyzed financial data to identify trends, variances, and potential areas for cost savings.
 - Prepared tax returns and ensured compliance with local tax regulations and policies.
- Promotion Officer** July 2013 - Jan 2014
Hp Group, Bangladesh
 - Monitored market trends and competitor activities to adjust promotional strategies and maximize reach.
 - Analyzed the effectiveness of promotional campaigns using key performance indicators and prepared detailed reports for senior management.
 - Developed and maintained strong relationships with key stakeholders to facilitate successful promotion of products and services.

Language



Hobbies

- Travelling
- Cricket
- Football
- Forex Trading

Qualities

- Adaptivity
- Critical Thinking
- Patience
- Flexibility
- Problem Solving

Courses

Ms office Programme

June, 2008

- Proficient in Microsoft Word for creating detailed reports, business plans, and professional correspondence.
- Expertise in PowerPoint to design impactful presentations for client meetings and internal strategy sessions.
- Advanced Excel skills including pivot tables, complex formulas, and data visualization for financial analysis and account management.
- Experienced in integrating Microsoft Office tools to streamline workflows, improve document accuracy, and enhance productivity in business operations.
- Developed automated financial models in Excel to optimize budgeting and forecasting processes.
- Created and managed complex spreadsheets to track and analyze account performance metrics.
- Skilled in Microsoft Outlook for efficient email communication, scheduling, and calendar management with clients and teams.

Extracurricular Activities

Forex Trading

March, 2010

- Organized and led weekly forex market analysis sessions for peers to discuss global economic events impacting currency values.
- Managed a personal forex trading portfolio, achieving consistent profit growth through strategic currency pair trading.
- Collaborated with fellow traders to develop automated trading algorithms and backtested their performance.

Achievement

Presented original comparative research on financial data from 10 commercial banks and 10 leasing companies at an academic conference, receiving positive feedback from industry professionals.

Reference

Engr. Rafiqul Islam Mamun

Managing Director

Solid Void Architects

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