



Sahed Aktar Barbhuiya

Hailakandi , Assam , India

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Personal Details

- Passport : W5191523
- Place : Dubai , UAE
- Visa status : 60 days Visit visa

Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge enhance my professional competency and provide career growth.

Experience

- **CARE INDIA** 01/07/2022 - 31/12/2023
Accounts Executive
#Developed and implemented marketing strategies for clients
#Developed and maintained relationship with clients
#Maintaining stock register and cashbook
#Maintaining Bank reconciliation statement
#Regular Ledger Books Keeping
#Maintaining Bill Boucher and invoice
#Preparing Derail Project Report to bid Govt Project
#Report preparation and reporting to authority

Education

- **Gauhati University** 2022
M.Com (Accounting & Finance)
6.95
- **Gauhati Commerce College (GU)** 2020
B.Com(Accountancy)
6.25
- HS (10+2) from SEBA 2017
78.6
- HSLC from SEBA 2015
74.83
- **NICA EDUCATION** 2022
Diploma in Office Management in Computer
A

Skills

- Communication Skills. Quick Learner. Report Writing. Accounting & Finance

Projects

- **A Study on Consumer Buying Behaviour in Guwahati City**
A survey was conducted by me in Guwahati City to find out the buying behaviour of consumers specially in automobile sector

Interests

- Financial Analysis
- Participating in social activities
- Football
- Photography

Activities

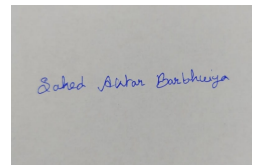
- Team building activities. Networking and Socialisation

Languages

- Hindi. English. Bengali. Assamese

DECLARATION

- I hereby declare that the above fact and information provided by me are correct to the best to my belief and knowledge.



SAHED AKTAR BARBHUIYA