

Al-Amin Kabir

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EDUCATION

Simon Business School, University of Rochester
MS Accountancy (A STEM-Designated Program)

Rochester, NY
Expected May 2027

- Honors: 75% Merit-based scholarship (the strongest offer in the cohort)
- Relevant coursework: Federal Taxation, Auditing, Managerial accounting, Financial reporting.

University of Dhaka
Master of Professional Marketing

Dhaka, Bangladesh
Jul 2019

National University
Bachelor of Business Administration in Accounting

Gazipur, Bangladesh
Dec 2015

- Honors: Prime Minister's Award, Bangladesh, in 2012 for exceptional student initiative, DevsTeam
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PROFESSIONAL EXPERIENCE

Marketever
Tax and Accounting Consultant

Dhaka, Bangladesh
Jan 2016 – Jul 2026

- Performed hands-on bookkeeping and prepared individual income tax filings for Bangladesh, achieving 98% on-time submission across 6 consecutive annual tax filing cycles.
 - Advised business owners on tax-relevant recordkeeping, chart-of-accounts design, and documentation practices, reducing client bookkeeping errors by 90% ahead of filing deadlines.
 - Configured and implemented accounting software systems (Tally, QuickBooks), including chart-of-accounts and general ledger setup, for 100+ e-commerce and professional services clients.
 - Trained client staff and internal team members on Tally ERP Accounting software workflows, contributing to 15% faster client onboarding and an 85% reduction in implementation errors.
 - Managed day-to-day accounting operations, including accounts payable and vendor reconciliation.
 - Supported 10+ U.S. LLC formation engagements and advised clients on accounting-system setup, bookkeeping structure, and post-formation recordkeeping.
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ADDITIONAL INFORMATION

- **Accounting Skills:** Bookkeeping, General ledger, Account reconciliation, Financial reporting, Tax documentation, Tax preparation, Tax research, U.S. federal taxation, Audit documentation
- **Professional Credentials:** CPA - Candidate, preparing with Becker CPA review (NASBA foreign credentials evaluation completed); Enrolled Agent (EA) – In Progress.
- **Tax & IRS Certifications:** IRS VITA/TCE Certification - Advanced (2025); H&R Block Income Tax Course, Completed; U.S. Federal Taxation Specialization, University of Illinois Urbana-Champaign.
- **Software Certifications:** QuickBooks Online Advanced Certification, Certified Xero Advisor; Intuit Academy Bookkeeping (Trained); Intuit ProAdvisor Client Advisory Services (Graduate); Excel Crash Course, Wall Street Prep
- **Technology:** Tally ERP, QuickBooks, Xero, Microsoft Excel, Zoho Suites
- **Languages:** English (Fluent), Bengali (Native)
- **Interests:** Traveling (35+ countries), Adventure (hiking, scuba, skydiving, trekking), Music.