

Hero Clement Gomes

FINANCIAL ANALYST, ACCOUNTANT

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🏠 Dhaka, Bangladesh

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PROFESSIONAL SUMMARY

Seasoned Accountant with over 25 years of progressive experience, including more than a decade of progressive experience at The Glencoe Foundation, enhancing financial strategies and operational efficiency. Expert in financial analysis, budgeting, and leveraging tools like TallyERP 9 and MS Excel to drive a 10% increase in target achievements. Demonstrates strong leadership and analytical skills, with a proven track record of reducing costs by 20%. Results-driven individual with expertise in developing and driving successful financial strategies. Proven track record in analyzing financial information, forecasting expenditure, and managing budgets to increase fund efficiency. Skilled in accurately reporting financial data to internal and external stakeholders, developing and implementing financial plans, and managing risk. Exceptional problem-solving and communication skills.

Work Experience: I have furnished below my last 3 job experiences:

Finance Director

Sancerd Welfare Foundation -
Dhaka July 2022 to Present

Responsibilities:

1. Operate accounting software for accounting data entry.
2. Prepare and analyze financial reports for stakeholders. I have created a data visualization dashboard that helped the operational team to increase their target achievement by 10%. Identified low achieving branch (<40%) and high achiever (99%) by analyzing budget vs actual report.
3. Visualize analysis for better understanding the progress of overall project.
4. Prepare cash-flow after analyze financial data from accounting software.
5. Develop finance manuals to comply the organization's finance/accounting rules.
6. Prepare plan and budget.
7. Forecast expenditure.

Finance Director

The Glencoe Foundation - Dhaka
March 2012 to June 2022

Responsibilities:

1. Operate accounting software (Tally ERP9) for accounting data entry.
2. Prepare and analyze financial reports for stakeholders. I have analyzed financial data to notice interim progress of project activity to operational staff.
3. Lead a small accounting team.
4. Provide revenue and expenditure data to Country Director and help to analyze feasibility to convert full charity project to semi-commercial franchise model. As a result, cost reduced by 20%.
5. Correspondence with donors.
6. Disburse salaries and other

payments.

7. Analyze financial data for forecasting next project budget and also for higher authorities' decision
8. Develop finance manuals to comply the organization's finance/accounting rules.

Administrative & Finance Officer

Bangladesh Occupational Safety, Health and Environment Foundation -
Dhaka March 2011 to February 2012

Responsibilities:

1. Administered and monitored the financial system.
2. Kept books of accounts and prepared financial statement.
3. Budget preparation.
4. Prepared ToR/agreement for partner NGO and agreement for contractual staff.
5. Did secretarial and administrative jobs to support project.
6. Did banking operations.

Education

Degree: Master of Commerce (Management)

Institution: Dhaka College, Dhaka Bangladesh

Period: January 1995 to June 1996

Degree: Bachelor of Commerce (Subject studied: Accounting & Auditing, Management (including Statistics & Business law), Marketing and Business Communication).

Institution: Dhaka City College, Dhaka Bangladesh

Period January 1990 to December 1991

Skills

Bookkeeping, Accounting, Financial Statement, Financial Analysis, GAAP, Bank Reconciliation, Budgeting, Internal Audit, Spreadsheets, QuickBooks, Tally ERP, XERO, DreamApps, Python, R, SQL, Tableau and IBM SPSS.

Certifications and Licenses

Diploma in Financial Accounting ([Link](#))

Diploma in International Finance ([Link](#))

Diploma in QuickBooks Desktop ([Link](#))

GOOGLE BUSINESS INTELLIGENCE ([Link](#))

GOOGLE DATA ANALYTICS ([Link](#))

Additional Information

Volunteering as Meal server:

The flood of 1988, which was of catastrophic consequence, occurred throughout August and September. Me with my several friends collected money and food from our local area. We prepared food for the affected people and distributed among them.

Appointed as Assistant Presiding Officer by Bangladesh Election Commission to conduct Parliament Election-1996.