



Mohammad Shahidul Islam Shahin

📍 Ar Rayyan QATAR
📞 +97466198060
✉️ msi.shahinj2@gmail.com
[Bold Profile](#)

SUMMARY

Versatile and results-oriented professional with extensive experience in education, administration, and leadership, including serving as a school principal. Strong expertise in accounting, financial management, and IT, with in-depth knowledge of computer hardware and software. Proven ability to quickly master new tasks and technologies, streamline processes, and lead teams effectively. Adept at delivering accurate results under pressure, supporting organizational growth, and driving operational excellence.

SKILLS

- Financial Reporting & Profit–Loss Analysis
- Cash Handling & Accounts Management
- Data Entry & Data Analysis
- Team Leadership & Coordination
- Critical Thinking & Problem-Solving
- Technical & Computer Skills (MS Office, Software Handling)
- Ability to Work Under Pressure

EXPERIENCE

October 2025 - November 2025

Accounting Assistant Fox Gym | UMM SALAL MUHAMMAD, Qatar

- Managed front desk operations, providing member reception, customer assistance, and efficient service coordination
- Handled daily cash collection, processed payments, and maintained accurate account records
- Prepared monthly profit and loss statements and organized financial documentation to support accounting activities
- Coordinated communication between members, trainers, and management to support smooth operational workflows

April 2025 - September 2025

Accountant Manager MR. POWER GYM | AL KHOR, Qatar

- Handled daily cash collection, membership entry processing, and customer service to support accurate financial tracking and smooth front-desk operations
- Managed overall gym operations and monitored essential expenses to maintain effective budget control
- Prepared monthly profit and loss statements and maintained organized financial records for management review
- Created employee salary sheets and processed monthly payments while ensuring accuracy and timely disbursement
- Managed owners' profit distribution with proper accounting procedures to ensure transparent and reliable financial management

January 2022 - February 2025

Principal ORBIT CREDIT SCHOOL & COLLEGE | CHITTAGONG, BANGLADESH

- Developed a curriculum to enhance student engagement and learning outcomes.
- Conducted regular evaluations of teaching methods and student performance.
- Visited classrooms to evaluate teacher instructional techniques as part of annual evaluation cycle.

January 2022 - June 2024

LECTURER (Part Time) Dharm (Direction to honors & masters) | CHITTAGONG, BANGLADESH

- Delivered engaging lectures while guiding students through assignments and projects.

- Flexibility & Adaptability
- Ability to Learn New Tasks Quickly and Perform Efficiently

- Prepared lesson plans, study materials, and assessments to enhance learning experiences.
- Evaluated student performance and offered tailored academic support.
- Maintained a disciplined and interactive classroom environment to promote positive learning.

January 2010 - June 2023

FOUNDER AND DIRECTOR Shahin's Accounting Zone |
CHITTAGONG, BANGLADESH

- Founded and managed a coaching center specializing in accounting and computer skills.
- Designed course modules, providing practical, student-friendly training.
- Supervised daily operations, class schedules, and instructor performance.
- Guided students with academic support, career advice, and exam preparation.
- Oversaw marketing, admissions, and financial activities of the center.

January 2020 - July 2021

ACCOUNTANT & AUDITING (intern) Darul Hikmah Adorsho Madrasah |
CHITTAGONG, BANGLADESH

- Managed daily accounts, cash transactions, and financial records to ensure accuracy.
- Prepared budgets, expense reports, and monthly financial statements for management review.
- Conducted internal audits to verify compliance with financial regulations.
- Maintained student fee records while monitoring payments for timeliness.
- Assisted management with financial reporting to facilitate informed decision-making.

May 2017 - November 2018

INSTRUCTOR Jobo unnyon computer training Academy |
CHITTAGONG, BANGLADESH

- Delivered professional training in Basic Computing, MS Word, MS Excel, MS PowerPoint, Graphics Design, Freelancing, and Computer Hardware Support. Provided structured lessons, hands-on guidance, and skill-based learning to prepare students for modern workplace and technical environments.

February 2013 - December 2014

EXECUTIVE (Intern) Pacific Jeans LTD | Chittagong, BANGLADESH
Assisted daily operational tasks, supported documentation and reporting, and coordinated with production and quality teams to ensure smooth workflow. Gained hands-on experience in factory operations while maintaining accuracy, teamwork, and professionalism.

June 2012 - February 2013

BRAND REPRESENTATIVE (BR) Abul Khair company | CHITTAGONG,
BANGLADESH

- Promoted key brands, ensured strong product visibility, and supported sales growth through effective merchandising and customer engagement. Built retailer relationships and maintained the company's

professional brand image.

EDUCATION

January 2020

MBA | Accounting

National University, GAZIPUR, DHAKA

January 2019

BBA | Accounting

National University, GAZIPUR, DHAKA

January 2015

HSC | Business Education

GOVT. COLLEGE OF COMMERCE, Chattagram

January 2013

SSC | Business Education

DHURUNG KHULSHI LIONS HIGH SCHOOL, Chattagram

DRIVING LICENSE

Yes (Bangladeshi)

LANGUAGES

- Bengali
- English
- Arabic
- Hindi
- Urdu