Masfiqur Borshon

Manchester, PA | (717) 434-7728 | contact@masfiqurborshon.com | linkedin.com/in/mborshon | masfiqurborshon.com
Authorized to work in the U.S. | Willing to relocate at own expense

SUMMARY

Accounting student pursuing a B.S. in Accounting and the CPA designation, with 1+ year of hands-on experience in tax preparation, audit support, AP/AR, general ledger, and reconciliations. Progressed from an ICAB apprenticeship at a Deloitte member firm (**80+**-client portfolio) to independent client work processing **$12M+** across **20+** small businesses. Detail-oriented, analytical problem-solver with strong client communication; QuickBooks Online ProAdvisor certified.

EXPERIENCE

Independent Accounting Projects — Remote / York County, PA
Bookkeeper, Accounts Payable and General Accounting (Freelance) — Nov 2025 - Present

- Managed full-cycle bookkeeping for **20+** small-business clients, processing **750+** transactions and **$12M+** in total transaction volume.
- Maintained **99%** accuracy in recording, bookkeeping, and balance sheets; prepared financial statements for **20+** owners with variance analysis.
- Automated data-entry and reconciliation workflows in Excel (VLOOKUP, XLOOKUP, SUMIFS, pivot tables), saving **3-4 hours** of manual data entry per week and improving reporting efficiency by **10-15%**.
- Reconciled **20+** bank and credit card accounts every period, clearing aged items and maintaining audit-ready documentation.
- Processed AP/AR for **20+** clients, verifying invoices against purchase orders and receipts (three-way match), coding expenses, and following up on past-due balances.

Nurul Faruk Hasan & Co., Chartered Accountants (Deloitte member firm) — Dhaka, Bangladesh
Accounting Assistant Apprentice (ICAB Apprenticeship) — Jan 2023 - Jun 2023

- Completed a **6-month** public accounting apprenticeship through ICAB (Institute of Chartered Accountants of Bangladesh), trained by licensed chartered accountants on tax and audit-support assignments.
- Supported general ledger maintenance for an **80+**-client portfolio, posting journal entries, performing bank and account reconciliations, and supporting period-end close within firm deadlines.
- Assisted with individual tax return preparation and AP/AR and payroll records across **80+** clients; organized audit-ready workpapers and escalated discrepancies with supporting analysis.

Bath Saver, Inc. (Bath Fitter) — Etters, PA
Customer Service Representative III — Aug 2026 - Present

- Promoted **two levels** within the first month; contributed to approximately **$150,000** in sales with **15%** growth.
- Maintained a **98.7%** KPI score through accurate CRM records and clear client communication.

Popeyes Louisiana Kitchen — East York, PA
Assistant Manager — Feb 2026 - Jul 2026

- Performed daily cash reconciliation, end-of-day balancing, and deposit preparation for **6 months**; trained new hires and enforced cash-handling internal controls as part of the store leadership team.

EDUCATION

Missouri State University - B.S. in Accounting (AACSB-Accredited) — Springfield, MO | Expected 2030

Cantonment College Jashore - Higher Secondary Certificate, Business Studies — Jashore, Bangladesh | 2025
GPA **3.82 / 4.00** (U.S. equivalent); Top Accounting Student in the District, **2023** and **2024**

SKILLS

Accounting & Tax
- General Ledger
- Journal Entries
- Month-End Close
- Bank Reconciliation
- Accruals
- Financial Statements
- GAAP
- Individual Tax Preparation
- Payroll Support

Audit & AP / AR
- Audit Support, Workpapers
- Internal Controls
- PO and Invoice Matching
- Accounts Payable
- Accounts Receivable
- Vendor Reconciliation
- Aging Reports
- Variance Analysis
- Data Entry

Software & Data
- Excel (VLOOKUP, XLOOKUP)
- Pivot Tables, SUMIFS
- Data Analysis
- QuickBooks Online (ProAdvisor)
- ERP Systems (SAP, Oracle)
- Xero
- Power BI
- Google Sheets
- Microsoft 365

Languages: English (fluent), Bengali (native), Hindi (conversational)

CERTIFICATIONS

QuickBooks Online ProAdvisor - Intuit (**2026**) | IRS Enrolled Agent Exam, Part **1** (in preparation) | CPA designation (pursuing)