

## **NIDHIN K THOMAS**

For the post of **ACCOUNTS MANAGER / AUDITOR**

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Highly focused and detail-oriented Account Manager having 10 years of experience with an exceptional record of client service and revenue generation. Able to manage multiple simultaneous projects with high efficiency and accuracy. Adept at working independently or managing a professional accounting team.

### **Professional Profile:**

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- ❖ 10 years of work experience (India, Oman, UAE) starting from 2008 to till now.
- ❖ ACA-Intermediate holder (From ICAI, India) with Post-Graduation in Commerce.
- ❖ Competent in Shouldering Responsibility related to Accounts, Finance, Auditing, Corporate Communication and Statutory Compliance.
- ❖ Business Restructuring, Corporate Mediation & Corporate Due Diligence.
- ❖ Expertise in Cash Control, Credit Control, Cost Control, Materials Management, Banking, Accounts Finalization, Consolidation, Data Analysis, Cash Flow, Fund Flow, MIS, Budgeting & Budgetary Controls.
- ❖ Working knowledge in Statutory/Internal/Tax Audit of Companies, Partnership Firms and Charitable Trusts.
- ❖ Proficient in all Microsoft Office Applications and Accounting Software.
- ❖ An innovative team player with a penchant for business development & client relationship management.

### **Career Advancement:**

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#### ❖ **Xstream Int'l Management Consultancy Dubai, UAE.**

October 2016 – Till now: **Accounts Manager**

- Handled a team of Accounting Staff by coordinating different activities.
- Handled Branch accounts of different clients.
- Defining accounting policies and procedures.
- Updating Backlog Accounts and Reconstruction of Books of Accounts.
- Accounts supervision of different Group Company clients including Software Company, Security Surveillance Companies etc in UAE.
- VAT consultation & implementation to clients in different sectors.
- Preparation and presentation of Bank Restructure Proposals for Shipping Company.
- Prepare Cash Flow Statement, Ratio Analysis.
- Preparing Bank Reconciliation Statements and monthly MIS reports.

- Meets accounting financial objectives by forecasting requirements.
- Preparing an annual budget and scheduling expenditures.
- Analyzing variances and initiating corrective actions.
- Facilitate and complete monthly closure procedures.

❖ **Hurmuz Accountancy Consultants (Auditors & Accountants), Muscat, Sultanate of Oman**

December 2014 – July 2016: **AUDITOR**

- Conducted statutory audit of Limited Liability Companies and other business entities such as Engineering Companies, Real Estate, Healthcare, Hospitality etc.
- Internal Audit and Accounts supervision of Partnership Firms and Companies.
- Conducted Audit of Group Companies.
- Conducted Physical verification of inventory and other assets.
- Conducted Investigation Audit and prepared Due Diligence Report.
- Provided guidance to clients ERP software division relating to accounting matters.
- Identifies and communicates issues raised during the course of audit and, offering recommended solutions.
- Communicates assigned tasks to engagement team in a manner that is clear and concise ensuring high quality, accurate, and efficient results.

❖ **Biji Joseph & Co, Chartered Accountants, Kottayam.**

June 2012 - November 2014: **SENIOR AUDIT ASSOCIATE**

- Preparation & Finalization of Accounts monthly, & yearly with detailed Management Reports.
- Statutory Audits of Banks & Corporates.
- External & Internal Audits of different clients including Construction, Media, Hospitality, Fuel Trading etc.
- Compliance with laws relating to Service Tax, VAT, Income Tax, Company Law.
- Preparation of monthly, quarterly and Annual Consolidated Financial Reports.
- Project wise Profitability Analysis for clients.
- Evaluating the internal control procedures and recommending improvements of different divisions.
- Physical verification of cash, stock and related records.
- Prepare monthly Account Reconciliations.
- Verify the documentation of purchases and sales done by the clerks.

## ❖ **Thomas and James, Chartered Accountants, Kottayam**

August 2008 - February 2012: **ARTICLED CLERK**

- Preparation of financial statements and accompanying schedules/reports.
- Evaluating financial statements to facilitate decision-making.
- Scrutiny of cash book, ledgers, journal, voucher, BRS.
- Physical verification of cash, security items, stock and related records.
- Provided services for Companies, Partnership Firms, small to medium Enterprises & Individuals on:-
  - ✓ Compliance with laws relating to Service Tax, VAT, Income Tax, Company Law
  - ✓ Representation before Income Tax Authorities
  - ✓ Filing of Income Tax Returns, Service Tax Returns etc.
- Exposed to following sectors: - Trading, Service, Educational Institutions, Charitable Trusts
- Assisted in Bank Audits (ie Concurrent Audit and Statutory Audit).

## **Industry Exposure:**

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|---|--------------------------|
| ❖ Leading Software Developers and Data Centre Services Provider | ❖ Shipping Industry      |
| ❖ Security Surveillances Companies                              | ❖ Fuel Trading           |
| ❖ Engineering Companies   | ❖ Construction Companies |
| ❖ Healthcare  | ❖ Hospitality            |
| ❖ Media (Newspaper)   | ❖ Real Estate            |

## **Professional Qualification:**

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- ❖ CA PCC (CA Intermediate) from, The Institute of Chartered Accountants of India in 2012.
- ❖ CA CPT from, The Institute of Chartered Accountants of India in 2008.

## **Academic Qualification:**

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- ❖ M.Com from Madurai Kamaraj University in 2014 with first class (60%).
- ❖ B.Com from Mahatma Gandhi University in 2008 with first class (72.5%).

## **Technical Skills & Trainings Attended:**

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- ❖ Working knowledge in MS office, Tally ERP, Accurate, Quick books.
- ❖ Completed 100 hours of 'Information Technology Training' conducted by ICAI in 2009
- ❖ Undergone Assessment and Evaluation for Excellence Certification Program conducted by Department of HRD of St Berchman's College, Changanacherry in 2008.

## **Languages Known**

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English, Malayalam, Hindi, Tamil

## **Personal Information:**

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**Gender** : Male  
**Age & DOB** : 30 Years, 26.11.1987  
**Nationality** : Indian  
**Marital Status** : Married  
**Notice Period** : 1 month