

## BENSON BENNY

Mobile – +91 8129491633

E mail – [bennybenson10@gmail.com](mailto:bennybenson10@gmail.com)

### RESUME

An ardent analyst, with expertise in strengthening companies to lead in highly competitive situation, versatile, high-energy professional, successful in achieving business growth objective within turnaround and rapid changing environment .

### OBJECTIVE

- To be a part of a growing company that provides challenging career opportunities and to leverage my knowledge and skills for the organization's growth.
- To provide myself with an opportunity to work at the leading edge of technologies, to learn and to innovate.

### ORGANISATIONAL EXPERIENCE

#### **Lakeshore Hospital & Research Centre Ltd. (Hospital Sector)**

**Assistant Executive -Finance & Accounts (16/08/2017 to Still Continuing – 2 Years to Still Continuing)**

Lakeshore Hospital is one of the largest tertiary care 450 beds hospital in Kerala and it is managed by VPS Healthcare Group.

#### Responsibilities

- Cash & Bank Receipt voucher accounting.
- Monitoring physical stock verification and valuation
- Dealing with Trade Payables and Receivables .
- TDS Calculation.
- Ledger scrutiny.
- Verification, processing, timely preparation of cheques and payment of vendor bills
- Proper checking of any cheque bouncing & bank charges etc. and immediate follow-up with bank for discrepancy if any
- Bank & Card Reconciliation .
- Providing prompt and timely response on all the queries raised by Portfolio Management, Custodians, other departments etc
- Reconciliation of various Ledger Accounts likes Bank, Debtors, Creditors, Sales & Purchase etc.
- Sales Journalisation.
- Prepaid Expense register maintaining.
- GSTR1 Calculation & Filing.

**Lumiere Organic ventures Pvt Ltd. (Bangalore)**

**Junior Accountant (03/01/2015 to 09/04/2017 – 2 Years 4 Months)**

Responsibilities

- Routine accounting and treasury management.
- Management of day to day banking activities.
- Recording all purchases and sales, Maintaining cash transfer register.
- Monitoring of all outstanding entitlements.
- Maintaining Books of Accounts.
- Petty cash dealing & Cash book Maintaining.
- Bank Reconciliation.
- TDS Calculation.
- VAT filing & Calculation.
- P &L Preparation.
- GRN entries.

**Asianet Satelite Communications Ltd**

**Accounts Assistant ( 03/12/2012 to 31/12/2014 – 2 years)**

- Cashier.
- Bank Recocilation.
- Petty cash dealing.

2012	Bachelor in Commerce (B.Com) in Co-operation from Mahatma Gandhi University Kerala
2008	Govt. VHSS Kaitharam (Board of Vocational Higher Secondary Examination Kerala )
2006	S.S.L.C from St Philomena's HSS Koonammavu

**SOFTWARE SKILLS**

- Tally ERP 9
- M S word
- Mediware
- MS-PowerPoint
- MS-Excel(Pivot, VLOOK UP etc.)

**PERSONAL SKILLS**

- Analytical Skills
- Leadership Skill
- Communication skill
- Planning skill

## PERSONAL DETAILS

Date of Birth : 08/02/1991  
Nationality : Indian  
Languages Known: English, Malayalam, hindi

## REFERENCE

- Renin Paul  
DGM Finance  
VPS Lakeshore Hospital & Research Centre Ltd.  
Ph:- +91 7561880004
- Mr Nandakumar  
Reginal Finance Controller.  
Asianet Satellite Communication Ltd.  
Mob :- +91 808601140

## DECLARATION

I hereby declare that the details given in the CV are true and correct to the best of my knowledge and belief.

Place: Ernakulam

BENSON BENNY

Date :