

Achievement-driven professional targeting assignments in Finance & Accounts  
with a leading organization of repute

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## Executive Profile

- Hands-on experience in **accounting activities** encompassing preparation to verification, consolidation & finalization of accounts, fund arrangement, scrutiny of general ledger, intercompany reconciliation, BRS, petty cash management and settlement of payments in coordination with all stakeholders (internal & external) across Media / Trading / Construction/ Manufacturing industries
- Independently completed complex internal audit assignments** requiring in-depth understanding of company procedures, as well as internal audit and accounting standards
- Experienced in projecting accurate **cash forecast** to ensure that there is no shortage in hand; expertise in taking adequate measures to monitor inflow / outflow of funds towards accomplishment of company objectives
- A strategic planner with skills in analyzing **existing financial systems & procedures, preparing annual operating plans / budgets**, designing internal control systems and facilitating effective decision-making
- Proficient in conducting financial analysis, preparing **MIS reports with ERP process & validation and implementing systems** for operational effectiveness; skilled in exercising internal control for profit analysis and working capital management
- A forward thinking person with **communication, analytical & organizational skills**; exceptionally well organized with a track record that demonstrates self-motivation, creativity and initiative to achieve both corporate and personal goals

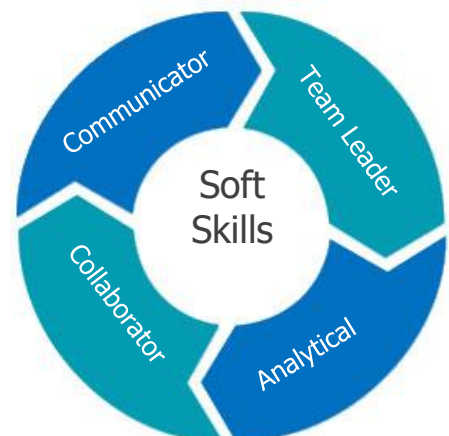
## Key Impact Areas

Accounts & Finance	Accounts Payable & Receivables
Budgeting & Variance Analysis	Audits (Internal & Stock) & Taxation
Fund & Cash Management	Costing / Budgeting / Forecasting
New System Implementation	Risk Assessment & Mitigation
ERP Implementation	General Ledger Scrutiny

## Industry Exposure



## Soft Skills



## Professional Experience

Since Sep'14 as Independent Consultant/ advisor Taxation / Internal Auditor of Group Having more than 600 Crs. Turnover Managed by a Private Ltd. Company

### Key Result Areas:

- Leading the **finance functions** involving determining financial objectives, designing & implementing systems and framing policies & procedures to facilitate process control
- Administering the following functions:
  - Liaison with Statutory departments like Income tax, central excise, VAT, GST
  - Liaising with Buyers, Vendors, Tax, Legal & other departments for resolving issues
  - Ensuring the system of book keeping for correct GL Codes, Cost Centres and Profit Centre

- Responsible and monitoring the deduction of TDS, Service Tax and other Taxes
- Continuous scrutiny of vendor ledgers
- system designing and implementation – Both computerized and conventional
- Steering **overall accounting operations** in the organization including collections, purchase, contract compliance, receivables, deposits, disbursements, fixed assets and inventory
- Checking **accounts payable to ensure completeness of recording liability** by timely assuring that accurate claims are filed with vendors and receivable are collected on time and preparing periodic reconciliation statement accordingly
- Liaising with consultants in completing **Income Tax assessments** (including Transfer Pricing) as well as **Service Tax and Value-Added Tax (VAT)/ GST assessments** of all legal entities of the group
- Monitoring TDS payments & quarterly ETDS returns; preparing file for TDS to be deducted from employee's salary
- Developing long-term partnership with subcontractor & supplier to ensure meeting of cost, delivery & quality norm / deposits of payment; authorizing vendor for registration after value-added engineering
- **Conceptualizing budgets** on the basis of inputs from various stakeholders and conducting variance analysis to determine difference between projected & actual results
- Evaluation of balance **sheet and profit & loss accounts**; ensuring integrity of all financial statements
- Creating & sustaining a dynamic environment that **fosters development opportunities and motivates high performance amongst team members**; imparting continuous on-job training to accomplish operational efficiency

## Education

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- Associate Chartered Accountant from Institute of Chartered Accountants of India in 1996
- Bachelor of Commerce from Calicut University in 1984

## IT Skills

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- Microsoft Windows Office - MS Excel for Reports / Updated Data Backups /Statutory Filings, Internet / E-mail Utilization
- Tally based Accounting Package – Supervision
- Software Development – On setting of Control Level, User Privileges, Fool Proofing the System Modules



## Personal Details

◆ Date of Birth: 28th May, 1964  
 ◆ Languages Known: Malayalam, English, Hindi, Kannada & Tulu  
 ◆ Mailing Address: 2C, AC City Square, Narikaparambil Avenue -2 , Kathrikadav, KK Road, Cochin – 682017, Kerala  
 ◆ Religion: HINDU – Udupi Brahmin