

Mathews.V V

Valiyaparambil-H,
Gate No:MBCRRA-54,
Mamangalam-BTS Cross Road,
Palarivattom, Cochin-24.
E-mail: v3mathew@gmail.com,
Mob: 0091-9061465588,



MBA-Finance, B.com with Experience in Trading Industry, Builders and Developers.**Career Objective:**

Contribute to the success and growth of the organization being positive catalyst and essential ingredient in growth process by using my innovative acumen and technical expertise in pursuit of excellence.

Educational Qualification:

- *MBA Finance from Bharathiyar University, Coimbatore, Tamil Nadu.*
- *Bachelor of Commerce from Calicut University, Calicut, Kerala.*
- *12th std. from Board of Public Examinations Kerala.*
- *10th std. from Board of Public Examinations Kerala.*

Technical Qualification:

- *Tally ERP.9 & MS Office, (The Institute of Accounts, Lissy Jn. Cochin).*

Working Experience: 10+ Years***Current Working Experience:-*****I. M/s. Corestrength Traders India Pvt. Ltd, Vennala, Ernakulam.**

Period: From July 2017 to Till Date.

Designation: Senior Accountant.

Company Profile: Wholesale Dealer for the product of Steel & Cement

Nature of Job & Responsibilities:

- *Preparation, verification & Submission of **GSTR-1 RETURN, GSTR-3B RETURN, GST ANNUAL RETURN, E-Way Bill, TDS & TCS Payment and Return.***
- *Day to day Accounting transactions in **Tally-ERP9 (Prime)** software.*
- *Preparation and Verification of **Day Book, Cash Book, Bank Book, Journal Book, Ledger, Payroll Statement, Profit and Loss Account, and Balance Sheet.***
- *Preparation and verification of **Cash Discount Statements, Quantity Discount Statements & Turnover Discount Statements.***

- *Reconciliation of Branch Account, Bank Statements, Loan account Statements, Trade Payable Statements, Trade Receivable Statements, Trail Balance, Profit & Loss Account & Balance sheet.*
- *Verification of Sub Contractors Running Bill, Purchase Invoice, Sales Invoice, Purchase Order, Sales Order & Work Order.*
- *Preparation of MIS Report, Ageing Wise Report, Inflow-Outflow Statements.*
- *Coordinate Internal/Statutory audits and assist Finance Manager with conducting audits.*
- *Good relationships between vendors by streamlining accounts payable process.*
- *Secures financial information by completing database backups.*

Previous Working Experience:-

**II. M/s Clearway Builders Pvt .Ltd, Ravipuram Cochin.
M/s Clearway Infrastructures India Pvt.Ltd, Ravipuram Cochin.**

Designation: Accountant.

Period: From March 2011 to June-2017,

Company Profile: Builders & Developers,

Projects Handling:

- ❖ *Clearway Colossal-Vennala,*
- ❖ *Clearway Celestiale - Kadavanthra,*
- ❖ *Contract Works of Central Public Division- Cochin,*
- ❖ *Greater Cochin Development Authority,*
- ❖ *Local Self Government Department- Kozhikode Division,*
- ❖ *Public Work Department- Kozhikode, Manjeri & Perinthalmama.*

III. Sanker & Moorthy Chartered Accountants, Kaloor, Ernakulam.

Designation: Audit Assistant.

Period: From April 2008 to March 2011.

Projects Handling:-

- ❖ *Hi-Line Builders and Developers Pvt.ltd - Cochin,*
- ❖ *Kings Infra Ventures Ltd,-Cochin,*
- ❖ *Kunnel Engineers & Contractors Pvt. Ltd- Cochin.*

PERSONAL PROFILE:-

Father's Name : V.V.VARGEHSE,
Age & Date of Birth : 36, 28/04/1986,
Sex : Male,
Marital Status : Married,
Nationality : Indian,
Religion : Christian,
Language Known : English (Write, Read, Speak) Hindi (Write, Read)
Malayalam (Write, Read, Speak),
Permanent Address : Valiyaparambil-House, MBCRRA-54,
Mamangalam-BTS Cross Road,
Palarivattom, Cochin-24,
E-mail Address : v3mathew@gmail.com
Mobile : 0091-9061465588,

DECLARATION

I hereby declare that the information furnished above is true to best of my knowledge and belief.

Place : Palarivattom, Ernakulam

Date : 25-05-2022

Mathews.V.V