**JAYESH** **ARUNKUMAR** **RAVAL**

Mobile:+91 6355557091, +91 8160984836

E-Mail: 61jayeshraval@gmail.com

**CAREER** **PRÉCIS**

* Over 40 years' wide & extensive experience in the areas of Financial Accounting, Sales Accounting, Stock Accounting, Auditing & Taxation and Fund Management.
* Proficiency in managing financial accounting, receivables & payables management, preparing ledger books, bank reconciliation statements and finalization of accounts.
* Demonstrated abilities in managing various operations involved in financial / purchase / stock accounting and accelerating the business growth.
* Proven ability in improving operations, enhancing business growth & maximizing profits through the achievements in finance management, internal controls & productivity improvements.
* Possesses significant leadership experience resulting in better financial performance and enhanced systems for higher performance of the team.
* An effective communicator with excellent relationship building & interpersonal skills. Strong analytical, problem solving & organizational abilities and system development.

**PROFESSIONAL** **CONTOUR**

Almost 40 years of varied experience in the large scale of Companies like Pharmaceutical, Plastic ( BOPP) film products , Refrigerant gases and Steel and Mining Industries having Turnover more than 5000 million in India as well as Africa.

M/s. B 5 PLUS LIMITED, GHANA, WEST AFRICA

Steel Mfg. Company having Turnover more than 5000 million.

FC cum Group company country Internal Auditor looking after country like May 2012 to continue.

Ghana, Senegal, Guinee, Mali, Abidjan etc

M/s. MMR Group of Mining Company, Congo, Central Africa

Steel & Mining Company- Turnover more than 500 million

Chief Accountant Jan- 2009 -Feb 2012

M/s. Panchmahal Steel Ltd, Baroda, Gujarat, India

Steel Mfg. company- Turnover more than 500 Crore.

Manager Accounts Sept-2007-April 2009

M/s. Tower Aluminum (Nigeria) Plc- Nigeria, West Africa

Steel & Roofing Mfg Company- Turnover more than 1000 million

System & Material Controller OCT- 2006- Aug 2007

M/s Panchmahal Steel Ltd, Baroda, Gujarat, India

Steel Mfg Company

Dy. Manager Accounts July-2000 - May 2006

M/s Gujarat Fluorochemicals Ltd, Baroda Gujarat India

Chemicals Mfg Company

Dy. Manager Accounts Feb 1998- June 2000

M/s Gujarat Propack Ltd, Baroda Gujarat India

BOPP Packaging Material Mfg Company

Asst. Manager Accounts April 1987-Jan 1998

M/s Searle India Ltd, Ankleshwar Gujarat India

Pharmaceutical Product.

Sr. Accountant 1984-1987

M/s Miles India Limited (Buyer Group) Baroda

Pharmaceutical Product Mfg

Accounts Clerk 1981- 1984

**THE** **ACCOUNTABILITIES**:

**Finance** & **Accounts**

* Monitoring preparation of statutory books of accounts, bank reconciliation, party reconciliation and consolidated reports in compliance with time & accuracy norms.
* Overseeing financial statements including trial balance, profit & loss a/c, age-wise accounts payables & receivables statements and balance sheets.
* Preparing the MIS reports, personal files, cash & fund flow statement, balance sheet, audit reports, sales invoices, debtors' reconciliation and other financial reports to keep track of financial performance.

PRO JECTION & CAPEX ACCOUNTING

**Sales** **Accounting**

* Monitoring order processing, credit clearance as per company's credit policy; scrutinising the vouchers before payment as per the company's procedure and processes.
* Taking the adequate measures for timely payments are made to/received from creditors/ debtors.
* Looking after sales, cash, collection & purchase accounting, preparing debtor and creditor reconciliation statements; raising of debit / credit notes pertaining to vendors.

**Stock** **Accounting**

* Accounting for raw material, incoming material; making appropriate arrangements to ensure timely deliveries; processing the bills of the vendors.
* Conducting physical verification of stocks & reconciling with books; preparing necessary records to track the inward / outward movement of goods. Verifying slow moving /non moving report.

**Accounts** **Receivable** & **Payable**

* Directing the reconciliation of accounts receivable trial balances with the general ledger control account.
* Handling reconciliation of monthly collections between billing system & accounting system, debtors reconciliation with billing system, debtors aging and bad debts provisioning. Executive wise target v/s sales report monthly/quarterly/Healy v/s previous period.

**Auditing** & **Taxation**

* Attending to Internal / Statutory / Government Audit; evaluating the internal control systems with a view to highlight shortcomings & implementing recommendations made by Internal Auditors.
* Computing & arranging for timely deposit of taxes (Income Tax, VAT, Sales Tax & Service Tax) and filing of returns for timely completion of assessment and ensuring statutory compliance.
* Effectively carried out regular verification on IOU payment and sent reminder to the concerned person to justify the payment.

**Educational** **Qualification**

* Passed B.com Examination from M.S. University, Baroda in June,1981 with Second Class.
* Passed Diploma in Taxation Practice from M.S. University, Baroda in April,1983 with Second Class.

**HOBBIES**:

Reading- Playing Cricket, Chess mate, Carrum Board,- Doing Yoga & Meditation,

Listening Music & Old Songs, -

Doing & involve with charity work to help poor Family & child in rural Area

**IT** **Skills**:

* Accounting Packages : Tally (All Versions), Pastel Partner (All version)
* Platform : MS DOS, Windows
* Office Workgroups : Microsoft Office, Star Office

ERP Software Package, TDS Software

Ebiz frame SAP Software for Inventory module Development

**JOB** **ACHIEVEMENT** :

During the year **1989**-**90** I got a challenging responsibility to independently handle the finalization of Accounts and getting them audited since my department head was on leave and I had completed the assignment well in time. This was one of the best achievement in my carrier.

Another Achievement in my carrier was that, during the year **1990**-**91** our accounting function was computerized, I had got the assignment of supervising the installation of the Accounting system in the computer. I had efficiently managed the same and getting all the required reports on accounts from the computer.

Thereafter, I got the promotion as a "Accounts Executive" in **1992**, " Chief Accountant" in 1994 and " Asst. Manager-Accounts" in 1997 when I was in M/s Gujarat Propack Limited.

I had completed the sales tax assessment from **1993**-**1994** to **2003**-**2004** and collected assessment order along with refund. I means within the period of Five years I had completed Eleven Sales tax Assessment. This is one of the additional achievement during the tenure of my service with M/s Panchmahal Steel Limited.

For the Income tax point of view also completed assessment up to F.Y. 2002-2003 and necessary Appeal Order cleared from the department for the previous years appealed filed with CIT (A).

I had completed the meger (amalgamation) of the sister company during the tenure of my service with JSL Industries Ltd ( Jyoti Group) which was my best achievement in my carrier. I also had cheque signing authority up to Rupees Five lacs.

In Congo previous company I already installed the ERP base Febbo Shoftware for daily purchase and dispatch on inventory base and its run very smoothly at our various all branches.Signatory Authority up to USD 10,000/-.

Developed Inventory /Finance Module through Ebiz frame SAP basis software in steel mfg company at Ghana.

In present company since **2012** to **till date** I save company money approx in **USD** **400**,**000**/- from VAT & Bank interest which is my great addition to my achievement.

**SKILL : Leadership**

**Quality**

**Reliability**

**Integrity**

**Team spirit**

**Knowing French small small**

**PERSONAL** **DOSSIER**

Name : : Jayesh Arunkumar Raval

Address: : E/14,Kartikeynagar soc. No-1,

Nr Jay jalarm Nagar ,

B/h, Mother's School, Gotri

Harinagar Iskon Temple Road,

Baroda- 390 021

Gujarat, India.

Date of Birth: : 4th June,1961

Contact No: : + 91 6355557091, +91 8160984836

Passport No : H- 9883204 valid up to 24th Feb,2020

Family Details : Wife: Ilaben Raval ( House Wife)

Daughter: Dr. Khyati Raval ( Married)

Email ID : : 61jayeshraval@gmail.com,

**Present** **Salary** **Drawn**: USD 3000/- P.M. plus perks. With Family Accommodation car with driver, medical , personal Insurance & other all perks given to senior position.

**EXPECTED** **SALARY** : Negotiable or As per company Standard.

**JOINING** **DATE** : As early as possible.

I hereby declare that the above particulars are true and correct to the best of my knowledge

Date : JAYESH RAVAL

Place :Baroda, Gujarat

India