**LATEST RESUME**

|  |  |
| --- | --- |
| **SAHUKAR SRINIVAS****Flat # 503, Door No.39-9-99/83, Vynatheya Residency, Sector-9****Muralinagar, Visakhapatnam, Pin : 530 007****Andhra Pradesh, India sahukar.finaccts24012013@gmail.com****Mobile # +91 83746 69342** **SKYPE ID : sahukar.srinivas1** | **DSC_0299** |

**Executive Summary**

|  |  |
| --- | --- |
| **Qualification** | **M.Com from Andhra University** |
| **Experience** | **25 Years +** |
| **Scope**  | **Technical Areas in Finance & Accounts** |
| **Career Highlights** | **Honored with a position as SENIOR EXECUTIVE, Finance & Accounts in HORIZON Technologies FZE, United Arab Emirates for a period of 4 Years and Chief Accountant with M/s.Ital Shoe Ltd, Tanzania for a period of 2 years & Chief Accountant with Erada Advanced Projects Company Limited, Riyadh – Saudi Arabia for a period of 2 years.** |
| **Present Designation**  | **Finance Manager with SGBL India Ltd ( SGBL Group as Odisha’s leading Company, mainly focus on Retail, Hotels & Restaurants, Automobiles, Telecom, Construction and Real Estate & Inox Multiplex Theatres, Cuttack - Odisha from April – 2019.** |
|  |  |

**Career Objective**

Seeking a position in an organization that offers vast opportunities of growth and development, where I can apply my best knowledge and skills, for the development of organization and to strive for the growth of both the organization and the individual

**TEchnical knowledge**

* Operating Systems : Windows XP, Windows7/9
* Applications : MS Office, Excel, Word & Power Point
* ERP : **Oracle 11i/R12 - Basic Settings, Oracle General Ledger**

 **Settings, Accounts Receivable, Accounts Payable,
 Bank accounting, Cash managemen**t**, FA & PA**
 Microsoft Great Plain Dynamics**-** Financial Reporting’s Accounts Receivable, Accounts Payable, Bank accounting Tally ERP9, Finn one and Sage- 300 Financial System, SAP ( Financials )

**Professional EXPERIENCE In INDIA / Gulf& TANZANIA**

**M/s Erada Advance Project Co. Ltd. Riyadh, Saudi Arabia .:**
**Subsidiary - Al Masaar Communication & IT Co. Ltd.** has increase transportation safety and efficiency by using the latest technology and intelligent transportation systems for traffic control and law enforcement.
**Traffic Directorate – Ministry of Interior, Kingdom of Saudi Arabia (SAHER Project)**
**23-02-2014 to 24-12-2015 Job Responsibilities for Al Masaar Companies: Chief Accountant**

**Financial & General Accounting :**

* Assist with analyzing month end closing activity including preparation and review of journal entries and review of budget-to-actual reports**.**
* Assist with annual external audit and to provide requested materials. Assist in preparing assigned schedules for the annual and interim audit.
* Prepare and review monthly reconciliations of assigned balance sheet accounts and ensure that general ledger accounts are reconciled with resolution to reconciling items
* Managing a team of four qualified accountants and reporting directly to Finance Manager & Group Financial Controller as per requirement.
* Reconcile general ledgers, post journal entries, bank reconciliation and assist with the preparation of financial statements and report on variance.
* Assisting & reviewing payroll of 500 +/- employees.& Employee’s Benefits like VAC & EOS and Ticketing
* Accruals, fixed-assets, Prepaid, revenue recognition & variance analysis.
* Work closely with intercompany partners on intercompany reconciliations.
* Updating of Fixed Asset Register & Monthly Calculation of Depreciations
* Monthly closing entries & preparation of periodical financial reports.

**Key Treasury Responsibilities :**

* Responsible for setting up the Treasury functions
* Implementing Cash Forecasting , Reporting and Working Capital
* Foreign Exchange and Bank Charges
* Develop Bank relationships and Debt management and Risk Management
* Work closely with the finance team
* Preparation of Budgets and Analysis Budget Vs Actual
* Periodical Cash Flow Statements, Inventory Fund
* Review All Foreign & Local Supplier payments & customer invoices & collection.
* Review Accounts Payable and Accounts Receivable cycles comprise verification of Invoices and bills, ledger posting of vouchers, AP & AR reconciliation and preparation of reports.
* Forecast daily cash requirements and execute daily financial decisions
* Manage long – term and short – term Investment strategies
* Coordinate and resolve various issues with bank such as cleared check differences, bank fee anomaly and enhancements to online services.

**21-11-2011 to 31-12-2013** : ITAL SHOE LTD, Dar Es Salaam, Tanzania, East Africa

 **Chief Accountant – Fin & Accts.**

ITAL SHOE LTD was established in the year 2000 and is the preferential manufacturer &supplier of Foot Wear, Safety Wear & PPE and Work Wears & Uniforms and other security products to a large number of Tanzania and Nairobi’s Parastatal’s and some of the work prestigious companies and prides itself on having retained numerous influential customer’s for many year.

* + Preparing financial reports on Monthly/ Quarterly and annual basis.
	+ Handling & Co-ordination with Government on Tax matters
	+ Preparing Balance sheet on an monthly basis.
	+ Process all Month End Voucher with coordination of all HOS and inter department consumption reports.
	+ Controlling all GL transactions.
	+ Controlling all ageing / creditors and Debtors.
	+ Maintaining a focused system of internal controls on all Financial Transactions.
	+ Responsible to get all Audit Conducted .
	+ Keep tracking of settlements of Billing Cash, Credit Cards and City ledger.
	+ Updating Foreign Exchange Rate and checking correctness of Foreign Encashment.
	+ Handling all Inter units/ Cos. A/c.
	+ Handling costing pricing of products & Factory Accounts
	+ Control on Main Stores ( Physical Audit for Inventory Control )
	+ Supervising all Inventory programs being conducted in the unit.
	+ Managing with Creditors & Debtors
	+ Ensure on renewals of all Licenses/ Insurances and update to Finance Controller on the same.
	+ **Participate in the Budget activities and be a helping guide to Finance Controller**
	+ **Budgetary control to ensure revenue enhancement and strict expenditure controls**

**05-06-2008 to 19-10-2011** : **HORIZON TECHNOLOGIES FZE Fujairah - UAE**

 **Senior Executive – Fin & Accts**

Horizon Technologies employs best-in-class technologies and processes to convert used PET bottles into a range of food and non-food grade plastic products. The company has set up a PET recycling facility complete with Pelletizer, APET Sheet, numerous thermoforming containers and Plastic Pipes, PVC Pipes, PE100 HDPE Plastic pipes and bottle manufacturing unit within the Fujairah free trade zone in UAE.

**Cost Accounting Responsibilities :**

* Planning, Studying, and collecting data to determine costs of business activity such as raw material purchases, inventory and labor.
* Analyzing data collected and recording results
* Analyzing changes in product design, raw materials, manufacturing methods or services provided, to determine effects on cost
* Analyzing actual manufacturing costs and preparing periodic reports comparing standard costs to actual production costs
* Recording cost information for use in controlling expenditures
* Analyzing audits of costs and preparing reports
* Making estimates of new and proposed product costs
* Providing management with reports specifying and comparing factors affecting prices and profitability of products or services.
* Maintaining Cost Accounting System
* Assisting in Month end close of the General Ledger
* Conducts physical inventories and monitors cycle count program
* Reconciles finished goods inventories

**Financial Accounting Responsibilities :**

* Preparation and accounting of monthly Purchase Order and bills / Credit Notes
* Preparation of monthly management accounts
* Timely preparation on daily / weekly and monthly MIS
* To ensure timely preparation of all the reconciliations
* To keep accounting system tally up to date and co-ordinate the IT Department
* To implementation of ERP Oracle based ( Version – 8) Orion programme
* To do various analysis reports required by the management
* To co-ordinate with Auditors during on internal / statutory audit done in timely manner
* Updating Fixed Assets block on a monthly basis as follows :
* Master Entry / Asset Master
* Processing -
* Calculation of Depreciation on monthly basis
* Preparation of Depreciation Entries
* Asset Sale and Purchase
* Fixed Asset Register Report
* Asset Schedule Register
* Asset Register – Location wise and
* Asset Register – Item wise
* Pay Roll processing, ESB, Vocation and Over Time Calculation and arrange for

Salary transfers Proper filing and documentation of All Invoices / Documents

* Preparing & accounting of daily journal entries for Cash / Expense consolidation
* Maintain foreign currency and account for exchange / expense for the same Maintain and accountable for the office and outlet petty cash account
* Checking of all bills before accounting / payment
* Checking & maintain Pay Roll and wages for outsider staff and local staff
* Control on payment vouchers cash / bank
* Preparation of Monthly Trial Balance / P & L / Depreciation Statements
* Monthly closing entries / Calculation of Depreciation on Monthly basis

**Treasury Responsibilities :**

* Prepare or monitor company’s various cash flow forecasts and perform financial modeling
* Understand and manage appropriate accounting procedures and process
* Monitor bank service fees and
* Perform banking related functions including cash forecast, Scheduling payments Bank Reconciliations
* Treasury co-ordination with banks, LC /LG’s and Bank Guarantees
* Ensure that sufficient funds are available to meet ongoing operational and capital Investment
* Maintain and contribute to update of policies and procedures that ensure an adequate level of internal controls and risk management for treasury operations,
* Negotiation & settlement of the interest and exchange rates for corporate customers
* Responsible for the treasury reporting to the Treasury Department at Muscat Office
* Oversaw treasury operations and maintained controls
* Ensured availability of appropriate and necessary funding
* Prepare annual treasure budget and monitor compliance
* Manage corporate modeling forecasting and effective financial decisions

**15-09-2005 to 31-05-2008 :** FamilyCredit Ltd., Visakhapatnam, AP – India

 Accounts Officer

FamilyCredit Ltd., is the wholly-owned Indian subsidiary of Societe Generale Consumer Finance (SGCF), a division of Societe Generale Group, one of the leading financial servicesProviders in Euro Zone. The Group ranks 57th among fortune 100 companies.

* Accounting and maintaining Branch Accounts in FINNONE (ERP Based Package)
* Reconciliation of all Bank accounts and Interim
* Maintaining Budget Plan Vs Actuals
* Monitor Branch Expenses
* Loan Disbursements
* Accounting and maintaining PDC’s
* Review and respond to cases highlighted by customer service team
* Scrutinize wrong database entries made by sales and collection team
* Scrutinize account details and approve NOC for closure of loan account & forward

To Regional Manager for final approval

* Prepare and accounting brokerage calculations for payments to DSA / DST’s
* Timely and accurate preparation of cheques to be sent to Head Office for disbursal
* Preparation of MIS Reports on monthly Basis
* Preparation of various statements Viz., Repossession/ Incentives of Local Staff’s
* Provide required support to Auditors during iterim / final audit.
* Accounting & follow up all statutory obligations including ESI / Prof.Tax/TDS

**06-06-1997 to 14-09-2005 :** Siti Cable Network Ltd., Visakhapatnam, AP-India

 Accounts Officer

SCNL was a Zee Telefilms Ltd (ZTL) Group, it was founded in Oct’1992, as a constant supplier for Zee TV – India’s first Hindi Satellite channel, the largest producer and aggregator of hindi Programming in the world, with more than 30,000 hours of original Programming in the library andthe largest Indian multiple distribution platforms with an estimated reach 500 million viewers in over 120 countries globally including USA/Canada/Europe and Africa/Middle East/South East Asia/Australia and Newzeland

* Supervision of Books and records of 4 JV units
* Preparation of monthly Budgets
* Accounting & timely follow up Statutory Obligations including Service Tax / Prof.Tax

Tax deduction at source and e-return follow upPreparation of MIS reports and Income Expenditure Statements

* Submission of periodical financial reports / Cash flow statements of each Unit
* Provide Required support to the head office team during Cash Audit and Physical

Stock verification on monthly basis of each unit

* Accounting and preparation of Pay Channel Payments
* Checking & maintain Pay Roll & wages of Staff of each unit
* Reconciliation of all Bank Accounts of each unit
* Reconciliation with Head Office of each unit
* Provide Required support to Auditors during interim / final audit

*Achievements :*

1. When I was Intructed by the Head Office to verify the unit (Zem Communications – Steel Plant area in Visakhapatnam, I found out it was in a shamble. I have streamlined every single account and brought it to a ship shape condition and I have regularized the system.
2. Collection improved upto 20% based on previous years
3. Controlled on over head expenses of each unit

**10-01-1996 to 31-05-1997 :** Transport Corporation of India Ltd Bhopal, MP – India

 Accounts Supervisor

Transport Corporation of India (TCI) was set up in 1958 with one objective, TCI is the foremost conventional cargo transportation company in Asia and the 4th most respected service organization in India. TCI has the largest network of strategically located 1000 company owned branches covering all most all the cities and towns of the country.

* Accounting and maintaining Branch Accounts
* Preparation and accounting Journal vouchers / Payment Vouchers including cash /Bank
* Reconciliation all Bank Accounts
* Reconcliation with Internal Branches as well as with Head Office Account
* Required support provided during on Internal Audit with other centres
* Preparation of Financial Reports on monthly and weekly basis
* Ledger scrutiny
* Preparation of Trsanshipment Statements
* Preparation of Various Stock Reports

**09-11-1993 to 31-10-1995 :** Nova Chemie (India) Ltd, Visakhapatnam, AP **-** India

 Accountant

Nova Chemie (India ) Ltd, was active in manufacturing of DCP (Di Calcium Phosphate) and distribute to Coastal Andhra Pradesh. It is small scale Industry and situated in Ranasthalam, Srikakulam District, Andhra Pradesh.

* Preparation of various vouchers
* Accounting and maintaining Cash Book / Petty Cash Book
* Preparation of Salary Statements including Factory Staff and Office Staff
* Reconciliation of Bank Accounts
* Accounting and timely follow up of Statutory Obligations (Sales Tax / Income Tax)
* Preparation of Monthly Financial Reports
* Required support provided during on interim / final Audit& Preparation of Schedules

**EXTRA CURRICULAR ACTIVITIES :**

I Have attended Combined Annual Training Camp-All Wings (Deep Selection) in NCC at SainikSchool – Korukonda – Andhra Pradesh, India for a period of 20 Days.

**PERSONAL INFORMATION & QUALIFICATION**

* FATHER’S NAME : Late. Sahukar Lingaraju Panda
* DATE OF BIRTH : 21st November 1970
* QUALIFICATION : M.Com from Andhra University
* MOTHER TONGUE : Oriya
* LANGUAGES KNOWN : English / Hindi / Telugu
* HOBBIES : Reading Books / Playing Cricket and Making Friends
* PASS PORT DETAILS : **S1583178**

**Date of Issue : 02/05/2018 & Expiry :01/05/2028**

***SAHUKAR SRINIVAS***