**5, THIRUPPAVAI STREET**

 **SRI SAKTHI NAGAR,ANNANUR**

 **Chennai 600 109.**

rramanananthan@gmail.com

**RAJASEKARAN.S.R +91-6385154849**

|  |
| --- |
| **EDUCATIONAL QUALIFICATION** |
| **DEGREE / EXAM** | **INSTITUTION** | **SPECIALISATION** | **YEAR** |
| M.B.A HR | University of Madras | Human Resource & Development | 2009 |
| Bachelor of commerce | University of Madras  | Accounting & Taxation | 1999 |

|  |
| --- |
| **EXPERIENCE SUMMARY** |
|  **Institution Designation Held Period Duration**1. Tyche motors Senior Accountant October 2014 – Till date 5 Yrs 3 Months
2. V. Ships Asia Pte Ltd Accountant February 2010 – September 2014 4 yrs 7 Months
3. Paramount Shipping Services Accountant March 2005-January 2010 5 yrs

Total experience **14 yrs 10 Months** |
| **AREAS OF EXPERTISE** |
| 1. Quality Assurance & Internal Control Reviews (Accountant, V.Ships Pte Ltd)

Financial reporting* Managing to send the timely Summary of expenses report to vessel Owners as per time schedule agreed
* Updating purchases, Sales, Payroll & Journal entries related to expenses in Tally.ERP 9.0
* Preparing budgetary report of Corporate office & send the same to my Head office @ UK on every month beginning
* Suggest Paper Adjustment Entries to ensure that expenses related to the reporting period is accounted appropriately.
1. Quality Assurance & Internal Control Reviews ( Accountant Tyche Motors)

 **Responsibilities handled :*** In charge of Southern Region Accounts and Commercial.
* Responsible to close books of accounts ( MIS Report ) on monthly basis by 5th of every month.
* Preparation of profitability statement on monthly quarterly and annually for Sothern Region.
* Preparation of product wise profitability report on case to case basis.
* Responsible to monitor the inventory and report the same on day to day basis to branch head.

 * Responsible to look after logistics department accounts.
* Visioning with Statutory ( TDS, VAT,GST )and Internal auditors to sort out the audit issues.
* Responsible to prepare budget and send monthly variance analysis report by discussing with branch head as to action plan to reduce cost.
1. Quality Assurance & Internal Control Reviews ( Accountant M/S. Paramount Shipping Services Pvt Ltd)
* Book keeping and reporting to management on operation status- Monthly & Qtrly profitability,
* Day book and ledger analysis.
* Efficient Receivables Management, clubbed with Supplier and Customer Reconciliation.
* Control and Review of works/assignment assigned to subordinates and guide them to achieve the

 organizational objective with focus on efficient and effectiveness with fixed deadline for timely  elivery of work.* Finalization of books with statutory auditors.
 |
|  |
| **COMPUTER SKILLS** |
|  => Higher Diploma in Software Engineering ( capable of working on any kind of software installed on working environment => MS Office (Excel, Word, PPT), Lotus Notes, MS Outlook |
| **ACADEMIC ACHIEVEMENTS** |
| * School 4th in **Higher Secondary Examination with 88 %**
 |
| **PERSONAL DETAILS** |
| Date of Birth & Age: 23rd September 1979, 39 yearsFather : Ramanananthan S (Retired Government Employee)Mother : Rajseswari R(House wife)Wife : Ramya R (House wife)Languages : Tamil (native) |