**SRINIVASAN**

Please provide photo in formal attire

**SRINIVASAN.161820@2freemail.com**

**SENIOR MANAGEMENT PROFESSIONAL**

***Accounting & Finance Operations***

*Versatile professional, successful in achieving business growth objectives within turnaround & rapid changing environment.*

**Profile Summary**

* Versatile, accomplished and result oriented professional with **25 years** of experience in ***Finance & Accounts, Statutory Compliances, Budgeting & Costing, Auditing & Internal Control, Tax Planning & Assessment etc.***
* Experience in managing financial functions in co-ordination with internal / external departments for smooth operations.
* Sound knowledge of accounting data related to manufactured products like cost of purchased parts, cost of design, overhead expenses, cost of finished products and inventory valuation.
* Skilled in handling accounting operations in compliance to the rules/regulation laid by governing bodies.
* Expert in financial management, auditing, taxation, financial planning and analysis of company’s financial status, etc.
* Demonstrated acumen in leading and managing finance operations and contributing towards higher rate of growth.
* Experience in securitizing statutory books of accounts, reconciliations as per the standards with in-depth knowledge of auditing procedures and ensuring compliance to statutory rules & regulations.
* Ability to supervise the finalization of financial accounting, receivables & payables management, preparing ledger books, bank. Reconciliation statements and finalization of accounts.
* An effective communicator with excellent interpersonal, problem solving and analytical skills.

**Core Competencies**

*~Finance & Accounts ~Debt Collection & Debtor Management ~Tax Planning & Assessment*

*~Statutory Compliances ~Budgeting &Costing ~MIS Reporting*

*~Auditing & Internal Control ~Cash & Fund Management ~Liaison & Coordination*

**Accounting Functions**

* Overseeing financial statements including trial balance, bank reconciliation reports, profit & loss account, age-wise accounts payables & receivables statements, consolidating the same.
* Monitoring preparation of statutory books of accounts, bank reconciliation and consolidating reports in compliance with time & accuracy norms.

**Tax Compliances& Auditing**

* Preparing plans and ensuring timely assessment and filing of TDS, and Advance Tax in compliance with statutory acts.
* Attending to internal audit; evaluating the internal control systems with a view to highlight shortcomings & implementing recommendations made by Internal Auditors.

**Costing & Budgeting**

* Controlling costs of import & local materials through detailed analysis of invoice raised by vendors as well as by maintaining cost Records as per cost accounting record rules.
* Preparing & compiling annual budgeting for OPEX/CAPEX related expenses and periodic variance analysis and control of actual expense; measuring actual expenses against fixed at the time Annual Budgeting, to fix up savings amount on quarterly basis.

**Reporting & Documentation**

* Preparing management information systems (MIS) of sales, cash, AR, AP etc. on monthly basis to provide feedback to top management on business performance.
* Ensuring that all key business drivers are correctly captured and all income/expenses at the end of the month are accounted properly viz. admin. bills, project bills, revenue, other expenses and provisions.

**Organisational Experience**

 **Last employment with clearing & forwarding Company, Mombasa, Kenya as Financial controller.**

**Sep’10 to Sep’ 15with Kensalt Limited, Mombasa, Kenya as Chief Accountant.**

**Dec’99 to Sep’10 with Kensalt Limited, Mombasa, Kenya as Senior Accountant.**

**Aug’98 to Dec’99 with Hotel Sapphire, Mombasa, Kenya as Financial Controller.**

**Apr’97 to Jul’98 with Alba Petroleum Limited, Mombasa, Kenya as Accountant.**

**Aug’94 to Dec’96 with Wanjiku’s Limited, Nairobi, Kenya as Accountant.**

**Feb’91 to Apr’94 with Superfil Products (P) Limited, Chennai, India as Accounts Officer.**

**Nov’89 to Jan’91 with N.V & J.R. Chartered Accountants, Chennai, India as Audit Assistant.**

**KEY RESULT AREAS:**

* Leading & supervising a team of 15 members including professionals, objective setting, coaching or development & training.
* Supervising preparation of:
	+ All financial reports like Profit & Loss Statement, Balance Sheet, Statement of Cash Flows and year-end financial reports.
	+ Annual Departmental Budget and Quarterly Departmental Outlook.
	+ Monthly and quarterly Balance sheet and P and L and other schedules.
* Providing timely explanations of variances between actual results and forecast /budgets; suggesting & recommending corrective action to management as & when necessary.
* Monitoring general accounting processes of intercompany, fixed assets and accounting & financial reporting of all entities.
* Implementing firm’s accounting policies & guiding in regards to accounting transactions.
* Reviewing all balance sheet reconciliations as well as identifying & communicate findings.
* Collaborating with:
	+ Internal & external Auditor during reviews and audits to ensure full cooperation from Accounting staff & compliance with all qualified requests.
	+ Department Management and rendering financial planning support to top management.
* Examining & assessing special projects as needed by the Top Management.
* Approving all journal entries & accruals prepared by general ledger accountants and manage the month end closing.
* Reviewing & preparing annual internal and external auditing schedules to coordinate audit activities.
* Handling migration from manual to automation systems for General Ledger.
* Managing bank deposits, electronic payments and company’s line of credit.
* Looking after import of raw materials from overseas and calculating arriving landed cost.
* Performing complex balance sheet reconciliations and preparing & entering correcting entries.
* Overseeing Cash balances and conversion of foreign currency.
* Verifying accuracy of invoices and other accounting documents or records.
* Responsible for accounts payable-processing and payment of invoices by due date.

**Accomplishments**:

* Set up complete accounting system for the division.
* Independently taken charge for preparing financial Statements and getting the same audited with Statutory Auditors.
* Streamlined monthly financial reports for a more productive and solution oriented meeting environment for improved accuracy and reliability.
* Eliminated bad debts by introducing cash discount to customers and executed cash and carry method of collection.

**Education**

1984 B.Com. (Accounting) from D.B. Jain College, Chennai, Madras University.

1991 Intermediate from The Institute of Cost & Works Accountants of India, Chennai.

**IT Skills**

* Proficient in MS Office (Word, Excel, PowerPoint), Tally.ERP 9, Basic Knowledge about SAP Business One and Internet Savvy.