**Unnikrishnan**

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**Profile Summary:**

I am an experienced capable senior staff in financial accounting department looking for a challenging role with a well-established organization with a stable environment that will lead to a lasting relationship and a dedicated long period of service with you in the Finance and accounting department.

* Have 18 years experience in finance & accounts in KSA, 12 years India and 6 months UAE .
* Holds Bachelor degree in Commerce (B. Com.), (Finance/Accounts/Auditing/Costing)
* Have thorough understanding of financial principles & concepts.
* Excellent skills in MS Office & Internet applications.
* Strongly commercial with excellent communication & interpersonal skills.
* Have excellent planning, analytical & problem solving skills.
* Energetic and capable of working independently and a good deal of leadership.
* Have excellent time management skills and can meet the deadlines with quality even under work pressure.

**Career History**

* Worked as a Finance Manager with Majelan Auto Spare Parts LLC in Sharjah , UAE. Period of 15th Dec 2012 to 24th June 2013.
* Worked as an Accounting Supervisor with SMSA Fedex, Riyadh, KSA. Period of 7th Mar 1994 to 4th May 2012
* Worked as an Accounting Supervisor with Pan Asia Industries Ltd, Bombay, India. Period of 1st Jul 1993 to 31st Jan 1994.
* Worked as an Accounting Supervisor with Blue Skies Pvt Ltd, Bombay, India. Period of 1st Jan 1987 to 12th Aug 1992.
* Worked as an Accountant with Electric Construction and Equipment Co Ltd, Bombay , India. Period of 19th Oct 1985 to 7th Oct 1986.
* Worked as an Accounting Clerk with Shree Ram Mills Ltd (Skumars) Bombay, India. Period of 18th May 1981 to 5th Oct 1985.

**: Job Responsibilities**

* Controlling the finance department and Supervise to maintain accurate accounting for Centralized head office accounting system.
* Controlling the Accounts payable and Accounts Receivable.
* Supervise and work with monthly payroll.
* Maintain the accurate Assets accounts and depreciation for assets.
* Support and work with the internal audit department.
* Checking and controlling the five regional branch accounts in the oracle system environment.
* Checking and verifying the daily bank dealings and monthly bank reconciliations and the yearly financial external auditing conducted by Earnst & Young Co.
* Assisting and work with the internal auditors for the accuracy of the accounting records.
* Worked as part time auditor for the Internal Quality Management System (QMS) Department.
* Manage team of senior & junior accountants, assign their task, train & motivate them for smooth & seamless operation.
* Prepare monthly revenue statements for management, encompassing all aspects of business

Following the accepted procedure of internal reporting.

**Achievements**

Achievements

* Obtained certificate for successfully completed the LRQA- ( Leads Register for Quality Auditors, Liverpool ) Internal QMS Auditor Training Course based on the ISO 9001-2008.
* Certificate obtained for Attended Saudi Labor law workshop training conducted by the NODHAM for HRD. Riyadh – Saudi Arabia.
* Certificate of Achievement for the GSP1 management development training conducted by Fedex and Leadership institute, Riyadh- Saudi Arabia.
* Certificate obtained for the course completed for FCPA (Foreign Corrupt Practices Act) training
* conducted by the Fedex, Riyadh – Saudi Arabia.

Education

* **Bachelors in Commerce(B.Com)**
* **Accounts/Auditing/Costing-** Calicut University, Kerala, India

**Computer Skills**

* Microsoft Office Excel , Word , Internet, Outlook email etc.
* Accounting in Dac easy, Oracle and ERP sap

**Personal Skills**

* Self-motivation good team player and be able to work under pressure.
* Positive attitude and team facilitator.
* Good communication skills & ability to deal with the people diplomatically.

Date of Birth : 15th May 1959

**Personal Information:**

Nationality : Indian

Marital Status : Married

Driving License : Saudi Arabia (KSA)

Visa Status : Visit Visa

Languages Known : English, Hindi , Tamil, Marathi and Arabic