**Shadulkar**

[**Shadulkar.19429@2freemail.com**](mailto:Shadulkar.19429@2freemail.com)

3 years progressive experiencein accounting and payroll. Extensive people management expertise with ethnic diverse population and age group. Strategic and fast track achiever with record of developing and streamlining operations and implementing sound business practices, immensely contributing to company revenue growth. Goal-driven leader with excellent communication, planning, monitoring, organizing, coordination, analytical, problem solving, decision making and Service skills.

**STRENGH**

* **3 years of progressive career**
* **Exposure to multicultural working enviornment**
* **Ad-hoc financial modelling and analysis**
* **Conversant with financial software packages**
* **Achieving finance objectives by having a flexible goal oriented approach**
* **Commitment to service excellence**

**Career Snapshot**

Malayil Builders Pvt Limited (Assistant Accountant) 2013May- 2015 November

Chelsea Burger (Majid Al Houli Investment LLC)2016 Feb- \*

**Qualifications**

Bachelor of Commerce 2010-2013

Higher Secondary 2006-2008

Secondary School leaving Certificate 2006

**Proven Job Roles**

**Malayil Builders Pvt Limited (Assistant Accountant - Palakkad)**

**Responsibilities**

* Performed accounts payable functions for construction expenses.
* Managed vendor accounts, generating weekly on demand cheques.
* Managed financial departments with responsibility for Budgets, Forecasting, Payroll, Accounts Payable and Receivable.
* Ensured compliance with accounting deadlines.
* Prepared company accounts and tax returns for audit.
* Coordinated monthly payroll functions for 200+ employees.
* Liaised with bankers, insurers and solicitors regarding financial transactions.
* Review expense reports and cash advances.
* Prepare monthly account reconciliation analysis.
* Manage electronic funds transfer.
* Post and maintain accounting documents in the database.

**Chelsea Burger (Majid Al Houli Investment LLC- Cashier cum Acountant (Dubai))**

**Responsibilities**

* Preparing quality and focused analytical reviews that support the financial reporting of the company
* Implementing necessary changes required in fincance operations across the company
* Analysing billing variences and investigating significant discrepancies
* Taking the lead role in all the financial planning activities
* Preparing monthly P&L and Balance Sheet reporting including commentary on all material variences
* Dealing with any queries from the auditors
* Having regular interactions with senior financial officers across the company
* Providing expert top level accounting advice to work colleagues
* Ensuring that all accountings records comply with company and statutory requirement
* Maintaining balance sheet sub-ledgers and performing any monthly reconciliations

**Areas of Expertise**

* MS-Office
* Tally
* Abacus

**Personal Details**

Nationality : Indian

Date of Birth : 24thMar 1991

Marital Status : Single

Languages : English, Hindi, Malayalam

Visa Status : Residence

**Declaration**

I do hereby declare that the statements mentioned above are true to the best of my knowledge and belief.