Chalumuri

[Chalumuri.225766@2freemail.com](mailto:Chalumuri.225766@2freemail.com)

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| A dedicated Senior Level professional with over 22 years of experience in the field of Accounts & Finance. Strong analytical skills coupled with an impressive commitment to excellence and an ability to drive efficiency and financial performance improvements. An ability to work under pressure in a fast-paced, time-sensitive environment. Self-motivated, enthusiastic, and committed to professional excellence. Multitasked, Multifaceted, person with decision-making ability and sharp analytical mind-set. Looking for a challenging position in growth oriented company, where I can use my extensive business experience to help the company grow and achieve its targets. | | | | | | | | | |
|  | | | | **Core Competencies** | | | |  | |
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| * **Financial Modelling & Feasibility Analysis** | | | | | * **Cost Control/ Internal Control** | | * **Internal & External Audits** | | |
| * **Cash Flow Management** | | | | | * **Credit Control Management** | | * **Good Interpersonal Skills** | | |
| * **Finance Control Systems** | | | | | * **Bank Financing & Liaison** | | * **Cross-Cultural Communications** | | |
| * A senior professional with 22 years of vast rich experience in accounting procedures and finance reporting with reputed organizations. * Have a good experience in financial reporting, cash flow, budgeting, project reporting and other related accounts document. * Ability to carry out all the necessary dealing with banks, auditors, clients, suppliers, and sub contractors. Have very good experience with various auditors. * Familiar with banking facilities like LCs, guarantees, overdraft, annual budgeting, cash flows, MIS reports, project reports, any reporting templates. * Have a very good experience as in finance and accounts department, in various industries including an Audit Firm. * Implement the accounting procedures and controls. * Familiar with staff and labourers payroll, with excellent team building, leadership, relationship management & analytical skills. * Develop and maintain the knowledge of International Financial Reporting Standards (IFRS). * Have a very good experience in all types of reconciliation like bank, cash, creditors, debtors, related parties, etc. * Maintain and implement the good relationships with all departments and reporting authorities. * Have a good experience in attending board meetings and involving in management decisions.   **Finance & Accounts**   * Prepare statutory books of Accounts, Fixed Asset Register, Bank Reconciliation, Party Reconciliation and Consolidated Reports in compliance with time & accuracy norms. * Handle financial statements including Trial Balance, Profit & Loss A/c, Age-Wise Accounts Payables and Receivables Statements and B/S. * Managing Accounts Payable & Receivable and Process Improvement Reconciliation; ensuring compliance with the accounting standards in the selection of significant accounting policies.   **Costing**   * Handling Cost Monitoring & Reward System; assisting in planning, resource allocation & control to emphasize the financial point of view. * Managing cost accounting programs like Budgetary Control, Standard Costing, Cost Sheet and Reconciliation of Cost & Financial Accounts. * Analyze actual costs through standard cost sheets and preparation of variance reports.   **Budgeting & MIS**   * Formulate annual budgets and conduct variance analysis to determine the difference between projected & actual results and implementing corrective actions. * Prepare the MIS reports, Cash & Fund Flow Statement, Balance Sheet, and other financial reports to keep a track of financial performance.   **Fund Management**   * Monitoring inflow / outflow of funds; taking adequate measures to ensure optimum utilization of available funds towards the accomplishment of organizational objectives. * Liaison with banks and financial institutions for raising funds to meet LC, OD, Working Capital & Cash Credit requirements and effective utilization of the funds. | | | | | | | | | |
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| Educational Qualifications | | | | | | | | | |
| 1991 | | **Master of Business Administration (M.B.A.), Finance.** | | | | | | | |
| 1988 | | **Master of Commerce (M Com), Banking & Accounts.** | | | | | | | |
| 1986 | | **Bachelor of Commerce (B Com), Costing & Accounts.** | | | | | | | |
| Computer Skills  **MS Office** Word, Excel, Power Point and **Accounting Software-** Tally , Oracle and SAP[FICO] | | | | | | | | | |
|  | | | | **Career Snap Shot** | | | |  | |
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| Mar 2001 to Present | | | **Asst.Finance Manager**, Astraco Construction LLC. Abu Dhabi, U.A.E. | | | | | | |
| Aug 1997 to Feb 2001 | | | **Senior Accountant**, Salala Building Maintenance & Services Dubai, U.A.E. | | | | | | |
| Aug 1991 to Jun 1997 | | | **Finance Officer**, Upper India Engineering & Steel Manufacturing Ltd. India. | | | | | | |
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|  | | | | **Career Graph** | | | |  | |
| **Astraco Construction LLC.** | | | | | | | | | |
| **Asst. Finance Manager** | | | | | | **Abu Dhabi, U.A.E. (Mar 2001 to Present)** | | | |
| Leading Construction Company in Abu Dhabi dealing Pipeline Contracting [Water & Oil Field], Sewerage, Desalination Plants & Civil Constructions. | | | | | | | | | |
| * As a Asst. Finance Manager, I am reporting to the Finance Manager on a weekly basis regarding all my job responsibilities in a finance department. * Handle three members in a team of Accountants. * Responsible and overall in-charge in an accounts// finance department. * Provide Weekly, Monthly MIS and Financial reports. * Generate, monitor and analyze the project and company cash flow for every Week. * Provide the monthly project analysis and all necessary reports to project managers. * Provide annual budget and cash flow. * Reviewing and supervising on payables and receivables, deal with banks regarding the guarantees, LC’s, overdraft, discounting and other related matters. * Verify the monthly staff payroll, Labour wages, and make sure to arrange the funds properly. * Verify the daily accounting and monthly generating and monitoring the detailed fixed assets report for both projects and company. * Attend the weekly project status meetings with project manager and construction managers. * Coordinate with contracts, procurement, quality, other departments in concern, deal with subcontractors for their payments, coordinate contracts department, and liaison with Auditors. | | | | | | | | | |
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| **Senior Accountant Salala Building Maintenance &**  **Services, Dubai, UAE** | | | | | | **Dubai, U.A.E. (Aug 1997 to Feb 2001)** | | | |
| * I report to the Finance Manager on a monthly basis and handle two Asst. Accountants. * Provide the monthly financial reports like P&L, balance sheet to Finance Manager. * Post the daily accounting transactions in accountancy software Tally financial controller and prepare of periodic payroll for workers and site staff. * Verify and process the payments for subcontractors and suppliers, reconciliation of bank, creditors, and debtors. * Coordinate with contracts and procure departments regarding the subcontractor’s payment certifications and clarifications. * Provide monthly aging analysis for debtors, creditors, and necessary reports to Finance Manager whenever required. | | | | | | | | | |
| **Upper India Engineering & Steel Manufacturing Ltd.** | | | | | |  | | | |
| **Finance Officer** | | | | | | **India (Aug 1991 to Jun 1997)** | | | |
| * I was reporting to the Managing Director on a monthly basis regarding the financials. * Supervise a team of the company assign, verify of daily accounts using Tally accounting package. * Handle reconciliation of bank, creditors, debtors and other related matters. * Provide monthly sales tax reports to MD for submission in the sales tax department. Provide the monthly and annual financial reports to Managing Director. * Prepare of periodic payroll for staff and provide cash flow details to Managing Director. * Deal with Auditors for sales tax and annual audit, and responsible for payables and receivables. | | | | | | | | | |
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| **• Indian • Married • Male • Employment Visa • U.A.E. Driving License • DOB: 01-06-1965** | | | | | | | | | |
| \*Supporting Documents and References will be provided on request \* | | | | | | | | | |