**KRIPAL**

**KRIPAL.286576@2freemail.com**

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**CAREER OBJECTIVE:**

An enthusiastic M.Com (Finance) Candidate seeking challenging position in an account section related company offering responsibility and opportunities for progression.

**Professional Experience**

Spacewell Interiors LLC. Abu Dhabi UAE September 2015 – Present

**Responsibilities**

* Strategically plan and manage logistics, warehouse, transportation
* Direct, optimize and coordinate full order cycle
* Liaise and negotiate with suppliers, manufacturers, retailers and consumers
* Keep track of quality, quantity, stock levels, delivery times, transport costs and efficiency
* Arrange warehouse, catalog goods, plan routes and process shipments
* Resolve any arising problems or complaints
* Supervise, coach and train warehouse workforce
* Meet cost, productivity, accuracy and timeliness targets
* Maintain metrics and analyze data to assess performance and implement improvements
* Comply with laws, regulations and ISO requirements

**Requirements**

* Proven working experience as a logistics manager
* Record of successful distribution and logistics management
* Demonstrable ability to lead and manage staff
* Proficient in standard logistics software
* Excellent analytical, problem solving and organizational skills
* Ability to work independently and handle multiple projects
* BS in Business Administration, Logistics or Supply Chain

**Areas of Expertise**

**Accounts**

* Office Administration & Day-to-day cash transactions
* Sales Billing and completing Purchases documentation.
* Accounts data entry and assisting in finalization of accounts using accounting package TALLY.
* Secretarial services including personal bank account transactions, correspondence, call handling etc.
* Handling petty cash and preparing petty cash statement.
* Preparing books of accounts, inclusive of P&L account, Cash Flow Statement (summarizing cash flows from the different business segments) and variance analysis of the actual and budgeted figures
* Developing various ledgers and reconciliation statements viz. bank reconciliation, credit reconciliation, P&L GL reconciliations etc., for analyzing the accuracy of books of accounts. **languages know**

**Documentation/ MIS**

* Preparing of quarterly ‘Transactional Data’ which involves reporting of cash generation from different domicile and non-domicile sectors, banks involved in it and commissions charged by the banks
* Developing & generating Monthly Cash Flow Statement, Reporting the Net Cash Resource (NCR) figure to the internal group as well as the global consolidation group
* Preparing of Management Packs which involves reporting of overall monthly performance of the business

**educational qualifications**

* M.Com (Finance) 2014 – Mar Thoma College of Science and Technology
Chadayamangalam P.O, Ayur, Kollam -**Secured 63%**
* B.Com with Computer Application 2012 - Mar Thoma College of Science and Technology
Chadayamangalam P.O, Ayur, Kollam -**Secured 75%**
* Class XII - 2009 S.C Seminary Higher Secondary school, Thriuvalla,Pathanamthitta

 - **Secured 68%**

* Class X-S.C Seminary Higher Secondary school, Thriuvalla, Pathanamthitta 2007 –

 **-Secured 75%**

**EXPERIENCE**

* Admin and Finance Manager in Sylog Management pvt. Ltd, Kochi
* Manager cum Accountant in Mochana De- addition centre , Maganam Kottayam
* Worked as an Accountant Syrian Christian Seminary Higher Secondary school Thiruvalla
* Accountant and Teacher in Pearson Tandem Learning centre ,Ayur

**ACHIEVEMENT**

* First Prize in the INTER COLLEGIATE QUIZ COMPETITION CONDUCTED AT **ST CYRIL’S COLLEGE ADOOR 23/09/11**

**SEMINAR PARTICIPATIONS**

* PARTICIPATED IN THE NATIONAL CONFERENCE ON **“EMERGING KERALA: A PARADIGM SHIFT FROM JOB SEEKERS TO JOB CREATERS”** (12 NOV. 2012)
* PARTICIPATED IN THE NATIONAL CONFERENCE ON **“IMPACT OF NEW LEGISLATION IN COMMERCIAL AND TAXATION LAWS ON TRADE AND INDUSTRY”**(8 NOV. 2013).
* PARTICIPATED IN THE WORKSHOP ON **“INTELLECTUAL PROPERTY RIGHTS & MANAGEMENT”**

**PROJECTS**

* The Impact on Trade Unionism in organizational performance of State Farming Corporation Ltd., Punalur
* Air Cargo Management Software Upgradation in Kerala State Industrial Enterprises Ltd., Thiruvananthapuram

**SKILLS**

* Negotiating with vendors and procurement.
* Hands on experience for Stock Management System Application.
* Computer skills – MS WORD, MS EXCEL, POWERPOINT, Tally, html

**HOBBIES AND INTERESTS**

* Blogging
* Professional Networking (Linkedin)
* Travelling and Photography
* Computing ( Good with technology)