**Kashinath**

**Kashinath.315382@2freemail.com**

**OBJECTIVE:**

Seeking challenging assignments in Accounts,Finance,Insurance,Logistics,Administration,Human Resource with an Organisation of high repute and utilize my skills & experience in the growth and the development of the Organization.

**Snapshot**:

Career records of over 25+ years experience in Finance,Accounts,Adminstration,Logistics,Insurance.in the highly competitive market segment in **India/Middle East**.

**2012-Mar 2014** worked as Chief Accountant with **M/s.King Hamad University Hospital,Bahrain** a healthsector unit.

**2010-Mar 2012** worked as Chief Accountant for **M/s.Degremont-France**, for one of their multi million dollar project of water

 treatment plant in the **Kingdom of Bahrain**.

**2008-Jan 2010** worked as Chief Accountant for **M/s.Tominna Trading WLL & Group co.in Bahrain** for their

 retail/wholesale/contacting business.

**2006-2007** worked as Chief Accountant with **M/s.Arab Poultry & Cattle Eqipment Co.UAE** for their manufacturing plant.

**1989-2006** worked as Manager Accounts with **M/s.Mag Engineering Pvt Ltd & Group co’s India**, for their retail/contracting/manufacturing facilities.

**1982-1989** worked as Accounts Assistant with **M/s.Bemco Hydraulics Ltd,in India** for their manufacturing plant.

**Core Competencies:**

**Strategic Planning/Leadership Role**:

Establishing goals/targets for the team and preparing short term/long term budgets.

Carrying out sales strategy monitoring,analysis and evaluating performance vis-à-vis competitors.

**Accounts/Finance** :

Ensure proficiency and effectiveness in day to day accounting operations,month end accounts closing,year end closing such as Trial Balance,Profit&Loss,Balance-Sheet & MIS reports.

 Ensure smooth & effective management of bank position and cash flow projection.

Management accounts like preparing budget reports,Varianceanalysis,debtor management& forecast process.

Direction to the finance team,provide accurate financial information including accounting,auditing,tax,procurement,insurance,logistics,HR related jobs,& credit control.

Assist in manage and implement internal controlsystem,processmanagement,policies,and make recommendations on corrective measures & improvement.

Ensure compliances to Imports/Exports/Letter of Credits/Bank Guarantees-performance & warranty.

Liaise with External/Internal auditors,tax agents,bankers,govt.offices and other statutory bodies/authorities.

**Logistics/Insurance**

Ensure all company Assets and properties are securely insured and safely protected.

Provide excellent timely staff and customer service

Troubleshoot and resolve all logistics/insurance matters in a deadline driven environment.

Manage and ensure accurate & timely management reporting,ensure financial integrity,accuracy

Of financial reports,and compliance with staff,customers and local statutory requirements.

**Adminstration/H R**

Follow up various insurance policies,filing for claims, keep track of events and on time action.

Prepare payroll,Bonus,end of service benefits , based on time sheet and attendance records.

Enroll the employees under various govt.agencies and maintain the procedure and compliances

Prepare all monthly statutory returns and submit to the govt.authorities.

Attend to employees grievances and resolve the issues.

Exchange correspondences with customers,employees and govt.agencies on timely basis.

**2012- 2014 Worked with M/s.King Hamad University Hospital- Bahrain in Accounts Payable**

Handling Cash,maintaining Bank accounts,Transfers from HO including Cash & Bank reconciliation

Reconciliation of all sub ledgers time to time for better control & as per Company’s Policy & Procedure

Follow-up on Project/Branch invoices and processing as per Purchase Order

Follow-up on Bank Guarantees,PerformanceGuarantees,Letter of Credits from Vendors and to check

 And analyse the terms & conditions of Purchase & control on delay & liquidated damages clause .

Arranging on time payments to Staff/Vendors & other statutory payments

Preparing Budgets/Actuals/Accruals/Prepaid/Cut off Exps/Cut off Revenue/Funds flow details for the Management

Finalisation of Accounts like Trial Balance,Profit& Loss and Balance Sheet & MIS reports incl.Fixed Asset.

 Attending to Internal/External audit and compliance.

 Maintaining all accounting records in ORACLE ERP Package.

**2010-2012**.**M/S.Degremont,Bahrain,EPC Company - Chief Accountant**

 Maintaining all Books of Accounts like Cash,Bank,Purchase,Sales,Journal,SubLedgers,General Ledger

 on SAP Business One ERP Software and maintained in Multi-currencies.

Handling Cash,maintaining Bank accounts,Transfers from HO including Cash & Bank reconciliation

Reconciliation of all sub ledgers time to time for better control& as per Company’s Policy & Procedure

Follow-up on Project/Branch invoices and processing as per Purchase Order

Follow-up on Bank Guarantees,PerformanceGuarantees,Letter of Credits from Vendors and to check

 And analyse the terms & conditions of Purchase & control on delay & liquidated damages clause .

Arranging on time payments to Staff/Vendors & other statutory payments

Preparing Budgets/Actuals/Accruals/Prepaid/Cut off Exps/Cut off Revenue/Funds flow details for the Management

Finalisation of Accounts like Trial Balance,Profit & Loss and Balance Sheet & MIS reports incl.Fixed Asset.

 Attending to Internal/External audit and compliance.

**2008-2010. M/s.Tominna Trading WLL,Bahrain - Chief Accountant**

Preparing sales invoices for cash/credit customers and delivering goods from Showroom/Store

Maintaining Cash,Bank,Purchase,Sales,General Ledger on Tally accounting package

Reconciliation of Cash,Bank,DebtorsReceivable,Creditors Payable and follow-up Debt.Collection. Preparing MIS reports on monthly basis,salesman variance analysis/collection s/sales reports.

Preparing Salary reports/leave benefits/end of service benefits/Calculating commission to salesman on turnover achieved basis.

Ensuring timely payments to Staff/Vendors/statutory payments.

Finalisation of Accounts like Trial Balance,Profit& Loss a/c,Balance Sheet Attending audit and compliances.

**2007-2008 . M/s.Arab Poultry & Cattle Equipment Co.UAE- Chief Accountant**

Maintained all Books of Accounts like Cash,Bank,Purchase,Sales,Journal& General Ledger on Focus accounting package

Maintained Inventory records on Focus software

Handled cash,Bank including negotiation with banks for additional limits Reconciliation of Cash,Bank,all subsidiary ledgers incl.of Sundry Debtors Receivable & Sundry Creditors Payable.

Finalisation of Accounts like Trial Balance,Profit& Loss & Balance Sheet on monthly basis.

Preparing monthly salary reports and calculating benefits like leave,end of service or final settlement for staff

Attending audit and compliance.

**1989-2006 . M/s.Mag Engineering Pvt Ltd,Bangalore INDIA - Manager Accounts**

 Preparing the Annual Finance Budget in Co-ordination with respective Departmental Heads / Divisional Heads & submission of variance analysis report to the Management with proper explanations& commentsAssisting the SBU head in Consolidation of overall Business plans Opening of Letter of Credit & Bank Guarantees with Banks Analysing & presenting all daily, weekly, monthly & annual Financial Statements to the Management Toprepare the financial statements To ensure improved and timely collection / payment ToControl on purchase, scrap and movement of asset Ensure balance confirmation letters are received from all customers by year end To Ensure that the month end & year-end closing is in confirmatory with Statutory Audit Requirements and meets prescribed Accounting Standards To coordinate with Area Accountants for recovery of dues To control the standard chart of Accounts**:**To ensure that the Internal audit reports are replied in time Monitoring Budgetary allocationsSupervise the works of subordinates besides ensure proper classification & appropriate allocation of expenditure  To prepare cost sheets.

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**1982-1989 . M/s.Bemco Hydraulics Ltd,Belgaum,Karnataka-INDIA- Accounts Assistant**

Handling cash and bank inclusive of cash & bank reconciliation on weekly/monthly basis

Follow-up on Accounts Receivable & Accounts Payable account.

Ensuring payments to staff/Vendors/statutory payments on time

 Attending audits both Internal/External and compliance.

Visits to Customers for collection of Receivables &Statutory forms for tax exemption.

**Key Skills:**

Able to work independently and suit to rapidly changing environment.

Exceptional detail oriented,.Positive attitude.

Good analytical and problem solving skills,high level of service mindset.

Good track record of credibility and proven performer.

Ability to work under pressure& deliver to strict schedule.

Motivated,self starter,Flexible,abilityto innovate, own initiative .

Demonstrate strong interpersonal negotiation and communication skills,Team Player.

Work in multicultural environment.

**Qualification:**

**B.Com. :**Karnataka University, 1982,Dharwad ,Karnataka– INDIA.

**D.P.M. :**Karnataka Law Institute, 1983, Dharwad,Karnataka, INDIA.

**GENERAL ABILITIES :**

M.S. Word, M.S Excel, Outlook Express,,Lotus Notes 6.5 & Internet,

Accounting packages like Tally 7.2, 9 version,& SAP Business One & ORACLE ERP packages.

Attended Absolute I PA Pogramme in Dubai (Sub: Financial Management, Role of an accountant & Responsibilities, Corporate

Behaviour and power of Positive attitude & How to get along with people).

Attended I SO 9001 – 2000 Auditor’s Certification Course.

**PERSONAL PROFILE :**

Nationality Indian

Gender Male

Date of birth 22ndjuly 1960

Marital status Married

Languages known English, Hindi, Kannada, Telugu & Marathi