**CURRICULUM VITAE**

Bimal

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| **OBJECTIVE** | | | |
| ***Looking for a challenging position in a professionally managed and reputed organization that provides me with ample opportunity to apply and enhance my knowledge, skills and capabilities for the development of the organization.*** | | | |
| **KEY RESPONSIBILITIES**   * **Heading and managing a team and reporting to the General Manager** * **Managing and motivating a team to increase sales and ensure efficiency** * **Promoting the organization locally by liaising with local colleges and the community in general** * **Updating colleagues on business performance, new initiatives and other pertinent issues** * **Analyzing sales figures and forecasting future sales** * **Maintaining awareness of market trends in the retail industry, understanding forthcoming customer initiatives and monitoring what local competitors are doing** * **Responding to customer complaints and comments** * **Coordinate all activities related to finance of the company** * **Assist in coding invoices, process check requests, and perform payment collection** * **Contribute in the preparation of annual budget by collecting and compiling required materials** * **Provide support to finance department in initiating and implementing fiscal policies** * **Ensure all functioning departments are aware about the budget allocated to them** * **Maintained proper financial records pertaining to medical equipment purchase, income and expenses, and profits** * **Scheduled vendor payments, and prepared and distributed checks accordingly** * **Made journal entries of bank accounts and managed available resources** * **Update management about the financial status and tax obligations** * **Participated in expansion projects and drafted reports on feasibility and success chances** | | | |
| **Professional EXPERIENCE (pRESENT JOB)** | | | |
| *Company Name* | **ROYAL ENFIELD (VIBRANT AUTOMOTIVE)** | *Location* | Kannur , India |
| *From* | March 2016 | *To* | December 2016 |
| *Position* | **Finance coordinator** | *Country* | India |

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| **Professional EXPERIENCE (pREVIOUS JOB)** | | | |
| *Company Name* | **VOLKSWAGEN KANNUR ( PHOENIX CARS INDIA PVT LTD)** | *Location* | Kannur, India |
| *From* | July 2013 | *To* | November 2015 |
| *Position* | **Finance coordinator** | *Country* | India |
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| **GENERAL EDUCATION**   * **MBA in Finance** * **BBM**   **TECHNICAL EDUCATION**   * **Diploma in Multimedia & Animation (G Tech computer Education Kannur, India).** * **Application of MS-Excel in Management (Acharya’s Bangalore B-School )** |

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| **Personal Details** | |
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| ***Date of Birth*** | 31st May, 1990 |
| ***Nationality*** | Indian |
| **Sex** | Male |
| **Marital Status** | Single |
| ***Languages known*** | English, Hindi, Malayalam |

**DECLARATION**

**I hereby state that all the information mentioned above are true and to the best of my knowledge.**