**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**
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| **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.**