Ravi

Ravi.355051@2freemail.com

**17 Years of Experience as Senior Accountant/Auditor**

**PROFESSIONAL EXPERIENCE:**

**DECOLAB LLC**

**Position : Senior Accountant**

**(October 2007 – Till Date)**– Dubai-UAE.

Decolab is a High-End Fit out Manufacturing company for **Luxury Brands such as Christian Dior, Chanel, Lancôme, Armani, Estee Lauder Group, Victoria, etc, for whole Middle East/ Africa / Asia.**

* Organizing and maintaining accurate company accounting records for the group with different plants (India/Dubai)
* Preparations of audit papers and documents.
* Analyzing financial data, preparing financial statements, preparing accounting information and reports for owners and proposing recommendations.
* Involved in the daily overseeing and management of the company’s financial system and budgets.
* Supervising accounting team ( 3 Accountants)
* Responsible for managing the firm’s payroll, stock control and credit control.
* Maintaining accounts in TALLY ERP9 and working in MS Excel.
* Reconciliation of Purchase, Sales, Bank.
* Salary process accounts (WPS). (more than 200 employees)
* Balance sheet & Profit & loss statement preparation.
* Handling Local Purchase Orders for procurement of Materials.
* Monthly MIS report and submit to owners.

**S.B. VASMATE & Co.**

**(February 1999 – June 2007) -** Mumbai, India

S. B. VASMATE & CO. is one Mumbai leading Chartered Accountancy Firm servicing & handling accounts of Public limited Companies, Private Limited Companies.

* Preparations of P&L & balance Sheet of Companies, Societies, partnership firms and Individuals.
* Handled Sales tax (VAT), Income tax, Turnover Tax & TDS returns.
* Assisted in Statutory Audit of Gold Plus Toughened Glass Limited, Delhi for 4 years.
* Undertaken Statutory Bank Audit of UBI, Mumbai.
* Assisted in Statutory Audit of Euro Traditions India Private Limited, Mumbai for 4 years.
* Experience in Company (ROC), Partnership firm & Society Formations.
* Preparing and filing E-TDS RETURNS.
* Preparation of all types of statements in MS Excel.
* Handling Petty Cash, Bank Reconciliation.

**Educational & Professional Qualifications :**

*B.COM :* Mumbai University, India

*Professional Knowledge (Computers):* Windows, Tally 7.2, 6.3, Visual Enterprises ERP, MS-Office,Excel

*Proficiency in* : Tally, ERP9 and ERP Auditor, in MS Excel, Word, PowerPoint

*Certificate of Achievement :* Team Management, Teambuilding and Leadership Skills.

*Certificate of Completion* : ISO 9001 : 2008 Quality Management Systems Internal Auditor Training Course.

**Others :**

##### Languages Known : Completely Fluent in English ,Hindi, Kannada, Marathi