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**Sameer**

**E-mail:** **Sameer.373758@2freemail.com**

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| **Career Objective *:*** |

Seeking assignments which enables continues growth & learning opportunities in competitive corporate atmosphere to develop a career growth and render productive contribution to self band employer.

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| **Organizational Experience:**  |

* ***ACCOUNTANT AND AUDITOR IN B V BHAT & CO. AN CHARTERED ACCOUNTANTS FIRM,(DEC-2013 TO DEC-2016 HUBALLI,INDIA)***
* ***ACCOUNTANT IN ALISON ENTERPIRSES(A DISTRIBUTER of FOOTWEAR OF BATA AND SPARX,(DEC-2016 TO SEP 2017)***

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| **Professional Experience :** |

**Accountant and auditor–B V BHAT& CO, (Dec, 2013 – Dec 2016)**

***About Company:***

***B v Bhat & co, is registered in India, an chartered accountant firm, it’s an consulting firm which deals in all activities of individuals, firms, companies, co operative societies banks enterprises etc.***

***This firm is deals with income tax consulting, accounting and finalization,***

***This firm deals with audit activities, on proposal of central or state Govt of India, and privately also.***

**Responsibilities:**

* Reporting to senior managers regarding the company's finances.
* Advising on the financial implications and consequences of business decisions.
* Processing year end accounts.
* Advising clients on tax planning.
* Detecting and preventing financial fraud.
* Writing up forms and manuals for accounting and bookkeeping personnel.
* Liaising with internal and external auditors as required.
* Accurately and promptly processing documentation.
* Preparing monthly reconciliations of balance sheet accounts.
* Supporting senior management in specific investigations into departmental management accounts.
* Dealing with any financial irregularities as they arise.
* Investigating outstanding items and resolving financial discrepancies.
* Preparing annual financial statements.
* Carrying out any other accounting related duties as assigned by the Accounting management.
* Collecting raw financial data.
* Conducting regular business reviews of financial performance.
* Developing policy for company treasury.
* Preparing standard accounting reports and summaries for financial analysis.
* Supporting team members on all accounting issues.
* Reviewing the company's financial systems.
* Prepares journal entries, cash, and inter-fund transfers.

**Senior Accountant– Alison Enterprises *(Dec 2016 – Sep 2017)***

***About Company:***

***Alison enterprises is private ltd.deals with distributorship of footwear business in India, itspecially deals with brands like Bata India ltd, Relaxo footwear ltd,striker co.***

***It’s a wholesaler of footwear throughout Karnataka, India***

***It majorly deals with activities such as purchase sales, inventory and cash reconciliation,***

**Responsibilities:**

* Verify, allocate, post and reconcile accounts payable and receivable
* Produce error-free accounting reports and present their results
* Analyze financial information and summarize financial status
* Spot errors and suggest ways to improve efficiency and spending
* Provide technical support and advice on [Management accountant](https://resources.workable.com/management-accountant-job-description)
* Review and recommend modifications to accounting systems and procedures
* Manage accounting assistants and bookkeepers
* Participate in financial standards setting and in forecast process
* Provide input into department’s goal setting process
* Prepare financial statements and produce budget according to schedule
* Assist with tax audits and tax returns
* Direct internal and external audits to ensure compliance
* Plan, assign and review staff’s work
* Support month-end and year-end close process
* Develop and document business processes and accounting policies to maintain and strengthen internal control

**DETAIL OF WORK EXECUTED:**

* Prepared many final accounts of NPO’s such as St Anthony school final accounts,
* Prepared many Govt departmental scrutiny verifications cases for cross verifying of financial statements

 such as Mahita constructions, green hubz etc

### Conducting many internal audit programs as statutory audit. such as PLD agricultural bank

* prepared many final statements of individual clients for income tax purpose
* visited as visiting accountant for preparation of final accounting statements, works such as vouching

 Journalizing ledger posting etc

**Value Added Tax (VAT)**

* Getting Sales Tax Registration.
* Consultancy on matters related to Sales Tax including Tax planning.
* Preparing Monthly VAT summary in ms-excel for calculations.
* Finding out the monthly tax evasion and cascading effect.
* Preparation of VAT (Value Added Tax) returns.
* Filing of Electronic/Manual VAT returns
* Help in obtaining statutory forms.
* Liaison with VAT authorities Getting Sales Tax Assessments done.
* Filing and pleading appeals wherever necessary.

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| **Academics :**  |

* Bachelor Degree In Commerce from Dharwad University(B-COM)—75%
* Intermediate From Karnataka Higher Secondary Education Boar------70%

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| **Technical Skills :** |

* /Accounting Packages-Tally ERP(excellent), SAP (beginner)
* Proficiency in MS-OFFICE, Access, Excellent Execution & Documentation Skills.

# Strength:

* Hard working, quick learning and Enthusiastic, well organized and able to along with all peoples.
* Ability to work in independently or as a part of Team, ability to understand and work on new projects.
* Excellent communication, interpersonal and people management skills.
* Good annalistic skills.
* Quality in Deliverable.

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| **Personal Dossier :** |

**Date of Birth** :- 01 July 1992

**Current Address**: - **Dubai**

**Nationality** : *-* Indian

**Languages** : - English, Hindi, Kannada, Urdu and Beginner in Arabic.

**Marital Status** : **-** Single

**Visit visa period :- 19/10/2017 to 17/01/2018**

**Place: Dubai, Al Khouz**

**Date:**

**Sameer**