

**Resume**

**Cyril**

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**OBJECTIVE**

***‘Seeking a Managerial position in Finance and accounting department (SMEs) and applying my competences to support the business and add value”. Hence I would bring increase in performance efficiency, cost efficiency and effective growth and sustainability in all aspects which would lead to increase overall performance.***

**PERSONAL PROFILE**

Qualified, Task, Result oriented and professional **Finance Officer** with **over 20 years’** rich experience in finance and accounting role having the ability to **work in high diversity environment**. A Well versed in **Finance**, **accounting** and **management** and better understanding of the finance & accounting practices. In short, ***a* commentator, business partner, scorekeeper and custodian for the organization**.

**Soft Skills**

* **Effective communication & Ethical**
* **Critical Thinking and Analysis**
* **Leadership & Managerial**
* **Decision making & Problem Solving**
* **Innovation & Creativity**
* **IQ, EQ and dynamic**
* **Manage in diversity**
* **Keen observation & Managing Emotions**

**Technical Competences**

* **Financial planning & analysis**
* **Management Reporting & Presentation**
* **I&C technology & application**
* **Business Intelligence Presentations**
* **Team player & Team building**
* **Accounting technics**
* **IFRS and IAS**
* **Governance and compliance**
* **Budgeting & forecasting**
* **Business data analysis, financial analysis**
* **Financial Statement analysis & KPIs**
* **Cash flow & working capital management**
* **Dual Currency Management system**
* **Bank facility/finance arrangement**
* **Meeting timeline and time management**
* **Sustainability of business**
* **Cyber security and data protection**
* **Risk & Change Management**
* **Variance analysis & corrective measure**
* **VAT return, payment & reporting**
* **Effective training & team building**
* **Increase profit and cost efficiency**

**KEY ACHIEVEMENTS**

* Successful strategic financial planning, implementation and proven results
* Successful management of working capital **resulting in 15% cost efficiency**
* Strategic plan, increase in performance and cost control
* Implementation **of innovative ICT resulting increased efficiency**
* Introduction of auto reconciliation on the system, result in increased productivity
* **Enhanced Predictability, productivity, profitability, prosperity and potentiality**
* Introduction and Implementation of Payment Card Security System (**PCISS)**
* **Identified & Secured more than $ 100 K worth of unreported sales**
* **Implementation of electronic payment platforms to enhance business**
* **Cleared backlogs in accounting function within a time limit**
* **Successive arrangement and management of finance & facilities**

**CAREER OVERVIEW**

2015 - 2017 **Financial Controller**, **HRG Tanzania** Travel Management Company - TZ

2009 - 2015 **Finance Manager**, SADT Travel Management Company - Abu Dhabi

2006 - 2009 **Chief Accountant,** Flame Travel and Tourism Company - Abu Dhabi

2004 - 2006 **Senior Accountant**, Continental Tourism Network - Qatar

1999 - 2004 **Senior Accountant**, Fursan Travel and Tourism - KSA

1997 – 1999 **Accountant**, KG Industries Trading company - Sri Lanka

1996 – 1997 **Accounts Assistant**, NGO - Sri Lanka

**WORKING EXPERIENCES**

**HRG TZ Travel Management Company March, 2015 – 30 Jun 2017**

**A medium sized company, annual turnover more than USD 50 Million.**

**Financial Controller**

* Leadership and team Management of 8 members in the department
* Training and development of team
* **Financial, Management and business Reporting**
* Preparation & implementation of Strategic financial planning and budgeting
* Variance analysis, reporting and corrective measure
* working closely with department managers to ensure budgetary requirements were attained
* **Alerting management on business and financial operations / performance**
* **Participating in business/financial performance review meetings and decision discussions**
* Suggestions on business planning, investment decisions and operations
* Introduced Balanced Score card system, Business/Finance operational analysis
* Implementing **effective Internal control system** and periodic review
* Reporting and communication with HRG Ho and partners worldwide.
* Presentation of **business & Financial Performance** to board members
* Implemented robust accounting procedures to ensure GAAP and IAS & IFRS compliance
* **Ensuring internal and external governance compliance**
* Bank facility arrangement and management
* Effectively **managing cash flow and working capital**
* Systematic ICT enhancement, increase productivity, cost efficiency and increase profitability
* Ensuing **smooth processing of accounting and all the reconciliation process**
* Producing key performance indicators (KPIs)
* **Customer support with summary reports**
* **Conducting periodic staff meeting**
* **Review & reporting of VAT returns**
* Liaising with regulators, banks, Auditors and **Tax Authorities**

**SADT Travel Management Company March**, 2009 – March, 2015

**Finance Manager**

Head of Finance for 7 finance professionals, including Financial & Management Accountants

A medium sized entity with more than USD 40 Million Annual Turnover.(Experience similar to above)

**Flame Travel & Tourism June 2006 – Feb 2009 (Abu Dhabi)**

**Chief Accountant**

A small sized organization in Abu Dhabi with significant volume of Sales.

**Continental Tourism Network Dec 2004 – Jun 2006 (Qatar)**

**Senior Accountant**

**GSA for Continental Airlines, Garuda and Air Mauritius**

A medium sized organization in Qatar with USD 20 Million volume of Sales and bigger corporate cliental.

**Fursan Travel and Tourism Dec 1999 - May 2004 (Kingdom of Saudi Arabia)**

**Senior Accountant**

**One of the Leading Travel Management Company (Al Rajhi Group) in Saudi Arabia, A large scale entity with More than 50 Branches (Annual Turnover USD 500 Million)**

**ACADEMIC AND PROFESSIONAL CREDENTIALS**

Master of Business in Finance – **MBA (Finance)** University of Kelaniya (SL) – Year 2014

Bachelor Business Administration – **BBA (Finance)** University of Colombo (SL) – Year 2000

Partly Qualified in **CIMA (UK)** : Certificate in Business Accounting – Year 2006

Institute of Certified Professional Managers (SL) : Associate Member – **MCPM** – Year 2014

Institute of Financial Accountants (UK-AUS) : Associate Member – **AFA/MIPA** – Year 2014

Association of International Accountants (UK) : Associate Member – **AAIA** – Year 2015

*Reading for* ***MBA (MGT)* University of Nicosia:** *(****completed 8 Modules****) – Year 2017*

*(Expected to complete the remaining 4 Modules by Apr 2018)*

**Applications Knowledge**

**MS Excel 2016** (expert) **Professional certification in excel**

**MS Word (Professional)**

MS Power Point Presentation (Professional)

Internet, emails and Outlook

**Oracle based software etravel, Fiesta, Trams (Canada version), Tally, Quick books and Peach Tree**

**Teaching Experience**

Experienced in teaching Accounting and Economics

**TRAINING AND CONTINUING PROFESSIONAL DEVELOPMENT PROGRAM**

* Attending Workshops, Seminars arranged and conducted by Airlines, Banks and Chambers
* Payment card industry Data Security Standards (PCI DSS) knowledge and upgrade
* Reading and following up on Continuing Professional Developments (CPD/CPE)
* Reading for online versions of Excel, innovative Business, Economic and Finance Studies (Ex:Lynda.com)
* Reading, Listening online video & self-assignments on Finance, Strategic Mgt and Change Management Topic and articles.

**Personal information**

Nationality : Sri Lankan

Religion : Christian

Age : 48 Years

Languages : English, Tamil, Malayalam, Sinhala, Hindi/Urudu

***References available on request***