

**BOBY**

**Strategic Professional**

**E-Mail:** **boby.380760@2freemail.com**

**Enterprising leader & planner with a strong record of contributions in streamlining Finance & Account Operations, invigorating businesses, managing month end closing , treasury, cash flow, targeting assignments in:**

**Finance & Accounts/ Treasury / Operations/ VAT**

**Posses considerable international experience and communication skills with the ability to contribute as a team player and interface with professionals at all levels**

**Expert in GST (VAT) implementation & ERP**

* A focused professional with zeal to make a winning career in **Finance & Accounts/ Treasury / Operations/ VAT management**

**Profile**

**Summary**

* Planned and executed monthly / quarterly / annual closure schedules; provided monthly financial statements; administered the monthly closing process
* Prepared and presented weekly and monthly management reports on cost and benefit analysis, productivity analysis, inventory turnover analysis and cost variance analysis
* Ensured correct availment of Value-Added Tax (VAT) input credits / credits and discharge of liabilities on time; instituted a robust process for Value-Added Tax (VAT) refunds
* Accelerated the month-end closing process every month; provided timely and accurate financial reports on operating entities and capital projects
* Successfully implemented necessary internal controls within few months after taking charge as a Financial Controller and Internal Auditor for the organization
* Managed the treasury function with responsibilities including long & short term funding, credit control, foreign exchange management, economic & industry comparisons, business MIS and reviews, strategic & annual planning
* A go-getter with strong communication, coordination, analytical & networking competencies

**ORGANISATIONAL EXPERIENCE**

**Sep’17-Feb’18 NFPM- Abu Dhabi,Semi Government - National Animal Food Processing Unit as Temporary Chief Accountant**

**Jan’09-Apr’17 Bin Hammoda Group (Reputed Investment Consultant), as Chief Accountant Abu Dhabi**

**Key Result Areas:**

* Streamlined ERP System – SAP ECC -6.0 EHP 7, annual turnover of USD.200 Million
* Led a team of ten members, including accounting and admin staffs
* Managed full set of accounts and ensure timely closing of accounts and submission to the Finance Director
* Took active part in Ministry of Finance VAT implementation programme and impact on the business in UAE. Familiar with corporate VAT registration with federal TAX authority
* Ensured Monthly closing of the accounts, manage the a/p process -reviewing every payment request
* Brought in greater financial control by establishing balance sheet and cash flow forecasting models
* Checked cash flow forecasting, budgeting and worked closely with the operations and project teams in analysing margins and variances
* Formulated monthly BS/ and other reports requested by FD. Reconcile intercompany GRIN and review AR provisions and written off.
* Developed and maintain internal control and effective accounting system and policies for the set up. • Review all payroll actions prior to release

**Jul’06-Dec’08 Alstom Power Asia Pacific -Malaysia & Angola as Accounts Manager / Site Accountant**

**Key Result Areas:**

* Steered a team of twelve members, including accounting ,store and site staffs
* Executed :
* Monthly costing for 100 types of steel pipes and identifying profit margins and monthly cash flow of RM 4 Million
* GST Return file form 3 submission and interact with Tax consultant on zero rated and non-taxable for input credit. Treatment of mixed invoice for tax calculation. Coordinated with IT department to modify to incorporate all aspects of GST implementation from point of sales, invoice, GST file returns
* Reduced overtime of direct **labour by 5% by comparing monthly QTY and payroll**
* **Continuously negotiating with domestic and international suppliers to increase credit limit and period. Reduced 5 % of purchase, freight and insurance cost by arranging quarterly purchase**

**Jan’00-Apr’06**

**Bin Hamoodah Group, Abu Dhabi, U.A.E. as Factory Controller / Senior Accountant**

**Highlights:**

* Mentored a team of seven members including the accounting team and stores department
* Formulated and implemented product costing, market/competitor based pricing strategy **for FMCG products leading to additional 10% operational profit margin**
* **Closely reviewed a monthly budget of USD 800,000,** and actual profit & loss accounts with Board of Directors and sales team to ensure business targets are met consistently
* Successfully managed **a cash flow of $1 million**
* Dealt various import & export procedures such as **Letter of Credit, shipping guarantees, amongst others By global sourcing reduced purchase cost of major raw materials by 37.5%**
* Established unique position in **Middle East markets by increasing market share by 20% and profit margins by 17%**
* Achieved **variable cost savings of USD 16,000 by implementing better co-ordination mechanisms with production department and reducing minimum wastage of materials and utility**
* Achieved **fixed costs savings of USD 25,000 by controlling labour costs**
* Implemented new accounting software system and provided continuous support, which helped the company reduce cost **by 3%, improve production capacity by 2% and timely closing of accounts**
* Successfully liaised **with banks and other financial institutions to increase overdraft facilities from USD 500,000 USD to USD 1 Million**

**PREVIOUS EXPERIENCE**

**Jan 98–Dec 99**

**Site Technology Ltd. Co. – Abu Dhabii, UAE (Irish Multi National Contracting Co.) as Accountant**

**Highlight:**

* Assessedturnkey project costing and reconciliation to ensure that the concerned projects achieved the set profit margins

**IT SKILLS**

* Microsoft Office, Accounting s/w Focus, Sun Systems, Auto Count, UBS, SAP

**ACADEMIC DETAILS**

Bachelors in Accounting from University of Kerala, India in 1996

**Professional Qualification**

CAT – Certified Account Technician – (CAT)/ From ACCA Undergoing ACCA – 2ND Level

Software Integrated Systems – India VC++ Programming

**PERSONAL DETAILS**

**Languages:** English, Hindi, Arabic, Malayalam

**Visa Status:** Transferable Resident Visa U.A.E.