**Bhagavan**

**Email ·** bhagavan.381985@2freemail.com

**Skilled Financial Manager, aspiring towards Senior Level Assignment in the Finance and Accounts Department of a reputed organization**

**HIGHLIGHTS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Strategic Financial Expert |  | Process implementation |
|  Staff Leadership and Development |  | Customer relations |
|  | Business performance improvement |  | Accurate forecasting |
|  Proficient in tally, Focus and Tata ex |  | Polished communication skills |

**EXPERIENCE**



AUG’16 **–** **TILL DATE**

**MANAGER – FINANCE & ACCOUNTS, RYAN INTERNATIONAL GROUP OF INSTITUTIONS**

* Managing and monitoring the accounts team of 2 schools in UAE
* Budgets preparation and monitoring.
* Statutory audit and completion of balance sheet.
* Preparation of monthly funds flow & cash flow.
* Persuasion of receivables follow up.
* Complete knowledge in VAT returns.
* Verification of Outstanding payable.
* Monitoring day to day banking activities
* Attending IFRS audit on quarterly basis



JULY’12- JULY 16

**MANAGER – FINANCE & ACCOUNTS, PHOENIX GROUP**

* Budgets Preparation and monitoring
* Verification of Running Account Bills / Sub Contractors bills.
* Statutory Audit and Completion of Balance Sheet.
* Monitoring 5 Major Sites with Assistance of my team members.
* Preparation of Monthly Funds Flow & Cash Flow.
* Monitoring Day to Day Banking Activities

**EDUCATION**



**YEAR 1988**



**B.COM, ANDHRA UNIVERSITY**

**IT SKILLS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | MS Windows 95/98/00/NT |  | Tally |
|  | MS Office |  | Focus |
|  | MS Excel |  | Tata - ex |

**ACHIEVEMENTS**



* Letter of Appreciation received from Totem Infrastructure Limited for outstanding efforts made in the due diligence process for the purpose of Equity Dilution during the Financial Year 2007-08.
* Certificate of Appreciation received from the Present Employer M/s Aparna Infra Private Limited for the relentless effort in achieving the most Important milestone at one of our project namely “Computer Associates Project” during the Financial Year 2009-10.

**ADDITIONAL EMPLOYMENT SUMMARY**



|  |  |  |  |
| --- | --- | --- | --- |
| **Period of Employment** | **Job Profile** | **Organization** |  |
| November 2011 | Manager Accounts | SHL Ventures |  |
| March’2009 - Nov’2011 | Manager Accounts | Aparna Infra Pvt Ltd |  |
| May 2006 – March 2009 | Manager Accounts | Totem | Infrastructure |
|  |  | Limited, Hyderabad. |  |
| May 2003 – April 2006 | Assistant Manager | BHC Agro India Pvt Ltd, |
|  |  | Hyderabad |  |
| June 1998 – April 2003 | Accounts Officer | Bhaskar | Agro Chemicals |
|  |  | ltd, Hyderabad |  |
| Sep 1995 to May 1998 | Accountant | Everest | Organics | Ltd, |
|  |  | Hyderabad |  |
| Sep 1989 to August 1995 | Accounts Assistant | Kalpana | Chemicals | Ltd, |
|  |  | Hyderabad |  |
| August ’88 to Sep 1989 | Office Assistant | Sree Ram & Co., Tax |
|  |  | Consultants, Hyderabad |

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**PERSONAL DETAILS**



|  |  |  |
| --- | --- | --- |
| **Date of Birth** | : | 2nd July, 1968 |
| **Marital Status** | : | Married |
|  |  | 2 Children |
| **Notice Period** | : | 1 Month |
| **Nationality** | : | Indian |

**REFERENCES**



**AVAILABLE UPON REQUEST**

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