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**SASINDRAN**

**SASINDRAN.369649@2freemail.com**

**Objective:**

**Seekinga suitable position in Finance /Accounts / Administration / Auditing or Logistics with a well-known and reputed organization, where I can utilize my wide experience and skills.**

**PROFILE IN BRIEF**

**30 years’ experience in UAE / Bahrain / India (Bombay)-in Accounts / Finance & Administration.**

**(With Food Stuff–Events Mgt& Catering/Contracting–MEP/Interior Fit-out & Turnkey/Hospitality–Hotels/Trading Business)**

**Well experienced:In all works related toAccounts/Inventory Management/Finance & Administration.**

 **: In Manual and Computerized Accounting, Product/Project Costing/finalizationand**

 **Keeping financials ready forAuditing/Interacting with Auditors/Forecasting/**

**Budgeting–Analyzing with actuals.Preparing Policies and procedures.**

**: In MS Office and accounting packages-Unix Operating System/Orison/**

**HRSoftware/Focus/Peachtree/Tally/ACE – Oracle based customized accounting**

**packages.Also installing Accounting, HR, Payroll &Cheque Printing software packages.**

 **: In Product costing - Pricing, Receivables, Payables, Aging Analysis and all financials.**

 **: In Office Administration and MIS. Also dealing with Eppco / Etisalat / Dewa / etc.**

 **: In Arranging Business/Auto Loans, Export / Import LCs, Cheques and Invoice discounting**

**&O/D facilities.Maintaining excellent Cash-flow and Fund Flow Management.**

 **: Fluent in English Language and expert in self-Correspondence.**

 **: In WPS and Banking–including arranging Bank Guaranteesand Bonds.**

**: In dealing with insurance companies for Motor/Medical/WC/All-Risk/Money Policies, etc.**

 **: In managing subordinates and coordinating with PRO on Labor/Economic Depts.etc**

**QUALIFICATIONS**

**M. Com. Kerala University India 2 Years 1986 – 1988**

**B. Com. Calicut University India 3 Years 1983 – 1985 ( Attested Certificate )**

**PDC (+2) Calicut University India 2 Years 1981 – 1983**

**MS Office / Accounting Packages / English Typewriting – 40WPM / Languages: English – Hindi –Tamil – Malayalam. Nature: An optimist always tries to keep a positive frame of mind and a team leader**

**PERSONAL DETAILS**

**Nationality: Indian, Male/Marital Status: Married/Children: Two/Date of Birth: 30/05/1964**

**Driving License:LMV – Valid / Visa Status: Employment Visa – Transferrable. Availability: Immediate.**

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**EMPLOYMENT AND NATURE OF JOBS DONE**

**UAE – 20 Years**

**2016Nov –Till Date**

 **: With RINGS FOODSTUFF LLC**

**Nature of Business: Event Management&Catering Services**

 **As Accounts & Finance Manager**

**2010 – 2016 : With STALLION SERVICES LLC - DUBAI**

**Nature of Business: MEPSub-contracting works&**

**Facility Management Services**

**As Accounts &Finance Manager.**

**2007 – 2010 : With CRYSTAL CUBE TECH CONTRACTING LLC - SHARJAH**

**Nature of Business: Interior Fit-out works**

**As Chief Accountant**

**2004 – 2007 : With HYSSNA INTERNATIONAL LLC - DUBAI**

**Nature of Business: MEP and Interior Fit-out & Turnkey Projects**

**As Chief Accountant**

**1997 – 2004 : With SHARJAH NATIONAL HOTELS - SHARJAH**

**Nature of Business: 5 Star Hotel Group (with 4 Hotels)**

**As Cost Accountant**

**BAHRAIN – 9 Years**

**1988 – 1997 : With UNITED COMMERCIAL AGENCIES WLL**

**A Multi-Divisional Trading Group in Bahrain**

**As Accountant.**

**INDIA -1 Year**

**1985 – 1986 : With COMPUTRADE SERVICES PRIVATE LIMITED - MUMBAI**

**Share Broker – as commission agent for Issuing, Registering and**

**Transferring Shares and Debentures for the Principal Company.**

**As Accounts Assistant.**