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***ANIL***

Abu Dhabi, UAE

***Curriculum Vitae***

**Summary**

* Finance Professional with in-depth knowledge of Receivables, Settlements, Relationship Management, General Accounting and Taxation in multiple industries like Aviation, Merchant Banking, Chemicals and Capital Equipments. Quick learner with excellent communication and negotiation skills combined with leadership qualities and understanding of business dynamics.

**Current Work Experience**

**Senior Finance Officer-Credit Card Receivables-Treasury Department |Dec 2010 – Present Etihad Airways PJSC, Abu Dhabi, UAE – Direct Reports 4**

* Accounting and Reconciliation of all Credit Card Receivables from BSP, Web, Contact Centre, ATO/CTOs and Staff Travel Sales in a multicurrency setup on SAP/Oracle ERP with high degree of process automation and accuracy.
* Managing Relationship with Acquirers like Network International, American Express, Diners Club, PayPal, Global Collect and Elavon as well as Sabre and BSP in relation to Settlements, Chargeback recoveries and file formats.
* Assisting Outstation Finance and Third Party Service Providers in solving internal audit, invoicing and settlement related reconciliation issues.
* Exceptions handling, escalation to all Sales Channels and IT support for speedy recoveries, corrections and closure in books.
* Monthly book closure and submission of Internal Reports, GL Ageing Schedules and Chargeback debits to General Ledger and Credit Control Departments for provision of accruals and bad debts.

**Achievements**

* Set up robust matching rules that increased auto clearance from 80% to 98% thus reducing huge volumes of unreconciled records.
* Streamlined BO reports and ageing schedules that brought tangible savings to the organization, boosted employee morale and reduced the TAT for identification and closure of exceptions.
* Managed process automation projects on migration and integration from Amadeus to Sabre in 2013 as well as migration and integration from Oracle to SAP ERP in 2016.

**Previous Work Experience**

**Supervisor-Merchant Settlements & Services | May 2005 – Nov 2010**

**Network International LLC, Emirates NBD group co., Dubai, UAE-Direct Reports 3**

* Managing and monitoring the Settlement and reporting of over 17000 Merchants including multicurrency and DCC settlements of International Airlines and E-Commerce Merchants across multiple locations.
* Maintaining Merchant Relationship by addressing settlement related issues and integration of new products and services.
* Reconciliation of POS Settlement, POS Rental and DCC Revenue Accounts.

**Achievements**

* Was recognized by Vice President, Financial Reporting of Etihad Airways in 2010 for solving their credit card reconciliation issues and developing custom built reports within strict timelines.
* Received Merchant Service Excellence award from CEO for three years in a row. Was assigned the key role of maintaining Merchant Relationship with Etihad Airways, Emirates Airlines, Fly Dubai, Dubai Duty-free, Emaar Retail, Azadea Group and Atlantis Palm Jumeirah Hotel.
* Managed and implemented the Merchant Payment Advice Project in 2010 giving Merchants dynamic and accurate settlement advices thus significantly reducing their complaints and queries.

**Worked in various industries like Shipping &Freight Forwarding, Chemicals and Capital Equipment in the below capacities**

May 2004 to Mar 2005- Accountant

**DelMode Freight LLC, Dubai, U.A.E. Freight Forwarder & Consolidator**

Sep 1994 to Apr 2004-Accountant

**Sharplex Filters (India) Pvt. Ltd, Mumbai, India- Manufacturer of Filtration Equipments**

Jun 1989 to Dec 1993-Accountant

**Gargi Huttenes Albertus Pvt. Ltd, Mumbai, India- Manufacturer of Foundry Chemicals & Fluxes**

* Managing the Book Keeping and Accounting functions, Receivables, Payables, Payroll and Bank and Export Credit facilities.
* Preparation and submission of Monthly, Quarterly and Yearly Excise, Sales Tax and Corporate Tax Returns.
* Finalization of accounts and Annual Audit.
* Appearing for Sales Tax and Income Tax Assessments.

**Education**

**Mumbai University, India**

**Subjects**-Financial Accounting, Cost Accounting, Auditing

Economics, Exim Trade, Statistics,

Taxation and Business Law

**Professional Attributes**

* Flexible and high standard of professionalism in my work.
* The ability to remain calm and objective in stressful situations.
* Good analytical, execution, problem solving and decision making skills.
* Ability to acquire and apply new skills.
* Good negotiation and leadership skills.

**Technical Skills**

* Proficient in SAP ERP
* Proficient in Oracle ERP
* Proficient in MS Office

**References**

Available on request