**THOMAS**

E-Mail: Thomas-397677@gulfjobseeker.com

**SENIOR MANAGEMENT PROFESSIONAL: ACCOUNTS & FINANCE**

Highly accomplished, results-driven management leader with progressive experience in financial & operational excellence in global multi-million dollar organisations. Comprehensive experience in spearheading overall accounting & finance functions ofmultiple contracts with large annual revenue, with experience in improving contract profitability & control posture and preventing revenue loss. Cross-cultural leader with strong exposure in strategic & financial planning for start-ups, restructuring, expansions, large scale business transformations and business advisory roles. Found innovative means to fund financial needs of the organization at difficult times; distinction of being recognised for best performance by employers

**18+ YEARS PLAYING THE ROLE OF MANAGER – ACCOUNTS & FINANCE**

**Areas of Expertise:**Financial Planning & Analysis | Accounting | Budgeting & Forecasting | Cost Management | Auditing & Internal Control |Fund Management | Cash Flow Analysis | Corporate Governance | Working Capital Management | Direct & Indirect Taxation |Commercial Operations | Project Finance |Compliance | Due Diligence | Relationship Building | Liaising & Coordination | Process Improvements | Administrative & Financial Management | Team Work & Leadership

**Career Highlights include**:

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| --- | --- |
| * Domain Expertise: Repairs & Maintenance; Air Catering & Hospitality; Plastic Packaging Products; Waterproofing Solutions & Allied Chemicals and Iron Ore Mining Industry
* Well versed withIFRS, IGAAP&GAAP
* Significant contributions towards managing the Forex Exposure (USD) of company amounting to $5 Millions, annually
* Instrumental in ensuring timely processing &payment to parties; also authorized Debit & Credit Advice, Bank & Creditors Reconciliation, Deduction and Filling of VAT Return
 | Successfully reviewed & enhanced all financial procedures and internal controls, automated and integrated financial information systems, prepared financial forecasts with coordinated budget projections  |

**CAREER CONTOUR**

**May’19 till Present: as Asst. Manager – Accounts & Finance**

* Managing overall accounting activities of cash/bank books general ledger & finalize all books of accounts.
* Generating P&L accounts and annual reports and responsible for finalization & reconciliation of accounts & financial statements along with Accounts Manager.
* Monitoring compliance to the budgetary plans and conducting variance analysis.
* Ensure timely Processing and payment to parties, Authorizing Debit & Credit Advice, Debtors& Creditors Reconciliation.
* Monitoring Banking activity and Reconciliation of Bank accounts on day to day basis.
* Responsible for monthly stock statement for Bank purpose.
* Interfacing with Internal, Statutory and Tax Auditors, providing them with all necessary documents as per audit requirement; evaluating procedures to highlight the shortcomings and implementing recommendations.
* Formulating budgets and conducting variance analysis to determine difference between projected and actual results and implementing corrective actions.
* Generating & maintaining monthly MIS & reports for cash flow/ debtors outstanding statements, costing and budgeting cash expenditure for profit center.
* Monitoring and controlling expenses and overheads to minimize cost and higher return.
* Responsible for ensuring and controlling cost of raw materials and Finished Goods in order to maximize profit margin, Financial Costing/ Valuation of Inventory and Budgetary forecasting and activity analysis.
* Preparation of various costing reports covering the entire gamut of operations at the month end or when needed and required on a day-to-day basis.

 **Apr’15 till Dec’18: Twinstar Industries Ltd., Lagos(Nigeria) as Sr. Manager – Accounts & Finance & Admin**

**Key Result Areas:**

* Drive achievement of business growth & profit goals by formulating & implementing strategic financial solutions and business policies, procedures & systems for tracking financial operations
* Develop, analyse & implement budgets; monitor budgets for deviations, conduct variance analysis and make recommendations for new or revised budget norms or procedures
* Spearhead overall finance functions involving determining financial objectives; effectuateinternal control system entailing debtors' management, stock monitoring as well as keep a constant vigil over overhead expenses
* Provide strategic consultation & guidance on financial and contractual matters; implement cost control measures for improvement in bottom-line
* Administer Project Finance functions encompassing negotiations, analysis of proposals, and settlement of debts; screen new projects ;project cash flow & ROI and apprise management of potential future profitable projects
* Createproject reports, working capital loan applications as well as arrange for term loans from financial institutions and working capital loans from banks
* Deal&negotiate with banks and financial institutions for raising funds and non-funds based facilities to meet working capital and project requirements
* Administerdirect &indirect taxation, MIS and building internal financial controls
* Held accountable for:
	+ Preparing &filing necessary documents & returns like VAT, Income Tax Returns, Registrations, etc.; monitorall taxation matters as required under VAT and Income Tax
	+ Coordinating with COC and complying with their various guidelines issued from time to time
	+ Managing statutory compliance under all labour laws in co-ordination with HR- ESIC, PF, Bonus, Minimum Wages Act
* Coordinating:
	+ Supply chain functions related to purchase of imported / local indigenous raw material and machines
	+ In obtaining approvals for various land allotments from authority for various projects for construction of factory buildings / dealing with Registrar Office

**Highlights:**

* Played a key role in steering the Forex Exposure (USD) of company amounting to $5 Millions, annually
* Skilfully handled wide gamut of tasks involved in arrangement of Syndication of Loan from various financial institutions for Project and Various Business Requirements; liaised with Govt. Agencies with regards to Land Registry of Company, Tax Assessment Orders and so on

**Mar’12-Mar’15: Twinstar Industries Ltd, Lagos(Nigeria) as Manager - Accounts & Finance**

**Key Result Areas:**

* Performed a pivotal role of validating business plans & commercial strategies for maximizing profitability & revenue generation in line with corporate goals
* Spearheaded complete finance& accounts functions and acted as an Agent of Change for reworking Business/ Finance models to achieve organizational growth objectives; facilitated revenue growth & cost saving initiatives
* Created budgets and conducted variance analysis to determine difference between projected & actual results and implemented corrective actions for the same
* Headed valuation functions involving determining financial objectives, designing & implementing systems, policies & procedures to facilitate internal financial control
* Ensured timely processing &payment to parties; also authorized Debit & Credit Advice, Bank & Creditors Reconciliation, Deduction and Filling of VAT Return
* Authorized dispatch functions including pricing matters; looked after banking, sales, purchases, exports documentation work, bank guarantees, LC and inventory &insurancefunctions
* Established a working relationship with bankers, suppliers and workers; negotiated settlements and restructured financial liabilities with bankers, suppliers, statutory agencies
* Worked in close relation with Internal, Statutory & Tax Auditors; provided them with all necessary documents as per audit requirement; evaluated procedures to highlight the shortcomings and implementing recommendations
* Actively involved in assessment, & filling of Vat, including HR activity compliance to all statutory & regulatory requirements; finalization of provisional assessment cases etc
* Took care of store operations including verification of stock registers and managed physical inventory by physical stock taking as per MSOD requirement
* Controlled manufacturing cost of raw materials, WIP and finished goods in order to maximize profit margin; carried out financial costing/valuation of Inventory / WIP

**Nov’09-Jan’12: TajSATS Air Catering Ltd., Goa, India as Assistant Manager - Accounts & Costs**

**Key Result Areas:**

* Presented a true and fair view of the financial position of the company by way of timely preparation of annual reports ensuring analysing the expenditure on a monthly basis to control expenses
* Maintained MIS & reports, evaluated them for facilitating decision-making process
* Established and implemented internal control disciplines throughout the division to maintain integrity and accuracy of financial reports
* Monitored advance controls for advance payments & followed up with purchaser, cost centre wise consumption &analysis with average consumption
* Kept regular follow up on working capital agenda in regards to collection of receivables &settlement
* Held responsible for costing of various meal &food products; preparation of DBR (Daily Business Report) of Loads of Various Airlines (Domestic & International) / Meal Wastage Report
* Involved in general ledger scrutiny &verification of purchase invoices with purchase orders; conducted reconciliation of suppliers' accounts and debtors accounts

**Nov’06-Nov’09:Chowgule Industries Pvt. Ltd., Goa, India as Senior Assistant Manager - Accounts & Administration**

**Key Result Areas:**

* Administered financial projections and preparation of cash flow to ensure that financial and operating reports accurately; organized the production of payroll checks and provided associated information
* Prepared &maintainedMIS reports on monthly basis; also updatedstatutory dues & payment of the same on the valid date;
* Involved in:
	+ Filing quarterly &half yearly returns
	+ Maintaining &updating of Fixed Assets Register
	+ Checking & verifyingsub-contractor bills
	+ Submitting MSOD statement monthly

**Jul’00-Nov’06: Commenced career with Salgaocar Mining Industries Pvt. Ltd., Goa, Indiaas Finance Executive**

**Key Result Areas:**

* Drafting & Preparation Of Letters Of Credits And Put Up For Approval
* Planning and providing funds to meet day to day expenses.
* Calculation &Scrutinisation Of Bank Interest With Reference To Working Capital /Bank OD
* Calculation And Checking Of Deferred Payment Guarantee Commission On Foreign Currency Loan
* Quoting Of Internal Rate Of Return (Irr) On The Assets To Be Purchased
* Preparation Of Credit Monetaring Arrangement Of The Company
* Preparing Of Hire Purchase Agreements & Repayment Schedules
* Preparation Of Monthly Stock Statements
* Monthly Stock Inspection Along With Bank Officers At The Mining Site
* Dealing & Complying with EPCG License with Deputy Director General Of Foreign Trade Towards Import Of Capital Goods

**Achievements**

Successfully computerized all accounting &reports; modified expenses &overheads accounting methods

**SCHOLASTICS PORTFOLIO**

**2000 MBA -Finance** from Institute of Management Studies Career Development and Research,Pune University

**1998 B.Com.** from Ahmednagar College,Pune University

**Technical Qualifications:** Diploma in Computer Applications

**IT Forte:** Comprehensive exposure to Windows, Accounting Packages - Tally 5.4, 6.3, 7.2, 9.1, ERP 9.2, BOSS Package&SAP, MSOffice and Internet Applications

**Date of Birth:**18thSeptember, 1975 | **Languages Known:** English, Hindi & Konkani