

SRIDHAR KUMAR PANDA
E-mail: Sridhar_panda@rediffmail.com
Mob : 0-9599938570

83/B, SEC-4
Pushp Vihar
New Delhi – 110017.

RESUME

PROFILE

Experience and self-motivated Accounts Manager with more than 15 years experience overseeing sales figure and new account developments. Proven track record of collaborating with all departments to achieve goals, increase revenue gains and advance the sales cycle of the company. A strong leader with the liability

PROFESSIONAL SKILLS

- ❖ Over 15 years of experience in the areas of Financial Planning, Budgeting, Accounting, Funds Management, MIS & Statutory compliances.
- ❖ Proficient in handling Accounting of Aviation Co. and Tour & Travel Co.
- ❖ Expert in reviewing operations, internal control checks and cost control policies.
- ❖ Excellent analytical, interpersonal & organizational skills with proven abilities in team management.
- ❖ Vendor Negotiations for best pricing for the company.
- ❖ I am certified GST professional holder and also handling the client MIS in prescribed timeline period.

PROFESSIONAL WORK EXPERIENCE

Jul 17, 2009 to as on date : Manager – Finance and Accounts
FCM Travel Solutions India Pvt Ltd (known as Flight Centre)
Which is Australia based Travel
Company

FCm Travel Solutions, an IATA approved agency, is Australasia's largest corporate travel management company and wholly owned division of Flight Centre Limited employing over 1,500 staff around the world. A part of the largest business organization and having leading position in Travel Industry and is one of the largest, professionally managed travel, tours and cargo organizations. FCm approach is proactive, strategic and accountable, focusing on tailored solutions, exceptional service and bottom line results.

Key Responsibilities :

- Overall supervision and control over accounts and finance. No. of persons reporting to me was 8.
- Heading Accounts payable Process and Management.
- Proficient in developing and implementing systems for streamlining the process of organization.
- Preparation of Various MIS reports for management (like Monthly Profit & Loss Account, Business Performance, Client Performance etc).
- Proficient in developing and implementing systems for streamlining the process of organization.
- Monitoring Funds Management to forecast funds required for numerous expenses & other requirements.
- Identifying and suggesting business process improvements from finance perspective as part of continuous productivity and efficiency improvement objective.

May 12, 2006 to Jul 16, 2009 : SR EXECUTIVE (CREDIT CONTROL)
M/s Yatra Online Pvt. Limited)
An IATA Agent & IATO Accredited Agent

Key Responsibilities:

- Creditors Management–Reconciliation of Debtors on a regular basis.
- Submission of Statement and resolve all the queries.
- Ledger scrutiny on monthly basis to ensure all the entries passed by team members are passed in the right head of Account.

May 16, 2003 to May 11, 2006 : SR. TEAM ASSOCIATES (FINANCE)
M/s Kuoni Travel (India) Pvt. Ltd
An IATA Agent

Kuoni Travel Holding Ltd., established in 1906 and headquartered in Zurich, Switzerland, is one of Europe's largest travel companies. The Kuoni Group has subsidiaries and joint ventures in 22 countries, employs 8300 professionals worldwide and has a turnover of CHF 4.1 billion. Kuoni India is India's largest travel company - number One in Outbound, Inbound and Incentive travel and a leading player in corporate travel and Western Union money transfer. With total turnover of INR 4768million (2001), we employ 1200 professionals dedicated to propel the rapid growth of Kuoni India. In 1996, Kuoni Travel Holding acquired SOTC, India's largest Outbound Tour Operator headquartered in Mumbai.

Key Responsibilities :

- Managed four persons in the department.
- Was responsible for correctness of all accounting document punched during the day, all credit card payments are collected and are processed on a daily basis, Daily Sales Report to C.O.O., V.P & Branch Head.
- Pass back to customers are fully booked as per the agreement.
- Monthly Flash (Profit & Loss Account).
- Ensuring Inter Branch Reconciliation and booking of all open entries.
- Ensuring compliance of all statutory requirements.
- Ensuring booking of all Expenses/Income and all provisions relating to expenses, Customer MIS.
- Budgeting (Forecast)

Apr 12, 2001 to May 15, 2003 : SR. EXECUTIVE (FINANCE)
M/s Travel Mate (India) Pvt. Ltd

Travel Mate (I) Pvt. Ltd is tie-up with American Express .It is IATA approved Travel Agency dealing with air ticket, Tour, Rail & Visa.

Responsibility

- Billing of International & domestic.
- Handling of domestic DSR.
- Handling of BSP & all international Airlines
- Making of AGT & Payment of Domestic Airlines
- Airlines Reconciliation
- Making Vendor Payment like rail and visa with reconciliation.
- Making XO report & payment.
- MIS Report & Balance Sheet.
- Handling of ADM, ACM & QSP
- Debtor reconciliation.

Kai Tours & Travels Pvt Ltd. (Oct'99-April'01) – Accounts in charge

Hopp World Wide Limited (Jan'97 – Oct'99) - Accounts Executive

ACADEMIC QUALIFICATION

- ❖ Bachelor of Commerce Degree from Utkal University of Orissa in 1991
- ❖ PGDCA in Computer from Bhubaneswar 1994
- ❖ GST certification course from Commerce Academy in 2022
- ❖ The Fundamental of Digital Marketing from Google Digital Garage in 2022
- ❖ Master of Commerce Degree from Utkal University of Orissa in 1993

COMPUTER KNOWLEDGE

- ❖ Thorough knowledge of MS-DOS, MS-WINDOWS, MS Office, Email
- ❖ Working experience of Accounting Packages like Fox Pro based Accounting Packages, Travel Accountant, Win Yatra, Intram, SARAS, Travcom etc.

FAMILY BACKGROUND

Father : Retired Teacher from Orissa Administration

Mother : Retired Teacher from Orissa Administration

PERSONAL VITAE

Date of Birth : 10th September, 1971

Marital Status : Married

Hobbies : Cricket & Listening Music

Personality : Pleasing

SRIDHAR PANDA