

RESUME



X. PRAKASH

5-7 A-B SANTHOSH NAGAR
SIDDRAJAPURAM
SIVAKASI-626189

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Objective:

Seeking for an opportunity to work in your esteemed organization for the post in Finance Head

PERSONAL DETAILS:

Father's Name : G.Xavier

Gender : Male

Date of Birth : 06/05/1978

Nationality : Indian

Permanent Address : S/o. G. Xavier
New No.15
Old No. 30 A.12.,
Fathima Nagar,
Virudhunagar – 626001
Tamilnadu.

ACADEMIC PROFILE:

Course	Board/University	Year of Passing
B.Com	Madurai Kamaraj University	April,1998
H.S.C	Higher Secondary Board	March,1995
S.S.L.C	Secondary Board	April,1993

Accounting Applications & office packages:

Office Packages	: MS - word, Excel office 2007
Accounts package	: Tally7.2, Corporate Financial blue chip ERP) (VB – Front End) (Back end SQL) Oracle.

Functional Experience

- Income tax audit, Bank audit, Corporate internal audit – ***Handling Experience more than 7 years***
- Corporate Accounting Spinning mills - ***Handling Experience more than 1.5 Years***
- Public limited Corporate Accounting & Finance Paper industry & Pyrotech (fireworks industry) – ***Handling Experience More than 13.5 Years***

WORKING EXPERIENCE:

In VADIVEL PYROTECHS PVT LTD., SIVAKASI

Designation	: Chief Financial Officer
Period	: From Feb-17 TO till date

COMPANY HANDLED:

- ❖ **Vadivel Pyrotech Pvt ltd.,** - *Leading one of the most fireworks manufacturing industry in India.*
- ❖ **Vadivel Co Co Tech Pvt ltd.,** - *Green filed new project activated carbon (EOU).*
- ❖ **Vadivel Electronics Pvt ltd.,** - *Green filed new import led lights project.*
- ❖ **Vadivel Chemtechs Pvt Ltd.,** - *Green filed new project barium nitrate production unit.*
- ❖ **Anitha International Educational Trust** - *leading matriculation school in sivakasi.*

Job Responsibilities

- * Functional responsibilities with accounts & costing & taxation (Direct & indirect) and finance department over all group companies.
- * Functional responsibilities with HR and commercial department.
- * Co-ordination responsibilities with statutory auditors.
- * Co-ordination responsibilities with marketing department.
- * Preparation and submit to bank proposals (Like CMA QIS, Project report, regular renewals)

In SERVALAKSHMI PAPER LTD., - Tirumelveli (SERVAL GROUP OF COMPANIES - COIMBATORE)

Designation	: ACCOUNTS OFFICER
Period	: From Jan 07- Aug-10
Designation	: SENIOR ACCOUNTS OFFICER
Period	: From Sep-10 TO March-13
Designation	: Asst.Manager Accounts
Period	: Apr-13 To Jan-17

System Environment

This company is a leading Paper Mills for the past 30 Years; it has a capacity of 150,000 TPA. The accounting environment is fully computerized. The accounting Software for Accounts were on line System with Corporate Financial s ERP systems our concern is equipped with two advanced Server one at the mills site and another at Head Office.

Production capacity

300 TONE PER DAY Paper
15 MW Power captive& Export

Responsibilities

Day-to-day finance accounts operation:

- ✓ Maintenance work order for all contractors activates and bill passing
- ✓ Maintenance of Purchase orders like Raw material ,consumables , and GRN Cum
- ✓ Accounts payable Passing
- ✓ Maintenance of FRM (Funds Requirement Memo) and FRM Passing
- ✓ Daily reports(Accounts payable, FRM ,GRN)
- ✓ 6. Third party power sales A.R.Follow up

Monthly information systems

- Monthly Profit and loss a/c and balance sheet preparation with comparative detail
- Ensure proper Compliance of all tax laws
- Sales tax return preparation and E- filing
- Monitoring the reconciliation of all accounts and ensure the correctness of same.
- Verification of monthly pay bill and passing
- Deposit and credit to all government dues (i.e.p.f.,e.s.i,e.b,s.t,i.t,s.t)
- Arrangement of periodical budget for operation of paper plant ,power plant.
- Insurance activities like renewals ,claims etc
- Arrangement of Accounts payable Report co ordinate the finance department.
- Monthly review of debit balance and make arrangement to regularize the same.
- 11 Third party power sales A.R.M.I.S Report preparation

Quarterly Information Systems

- ✚ Income-tax T.D.S.and T.C.S.return preparation and e-filing
- ✚ Sales tax C'Forms Issuing & Sales C form submission

Yearly Information Systems

- Ⓢ Company financial audit follow up
- Ⓢ Company annual report preparation.
- Ⓢ Sales tax accounts finalization and follow up
- Ⓢ Functional budget achievement report preparation
- Ⓢ Yearly insurance plan follow up (building, machinery, stock)

In SITALAKSHMI MILLS LTD., Madurai

Designation : **ACCOUNTANT**
Period : From Apr'05- Jan 07

Environment

This concern is a leading Spinning Mills for the past 50 Years; it has a capacity of 45,000 spindles. The accounting environment is fully computerized. The accounting

Software for Accounts, Stores, Purchase, Dispatch and Time office are loaded into a Windows 2000 Advanced Server. Now our concern is equipped with two Servers and 50 Workstation. All the workstation is installed with Tally7.2, Fox-pro, COBOL, and Office XP.

Responsibilities

Day-today finance accounts operation:

1. Cash & creditors Payments Passing against Cash Budget
2. Stores GRN Tracking and passing

Monthly information systems

1. Monthly Budget Planning and Preparation
2. Sales tax return, Central Excise, preparation and filing
3. Bank accounts and limits reconciliation
4. Bank limits stock statement preparation and filing

Quarterly information systems

1. Income-tax T.D.S. and T.C.S. return preparation and e-filing
2. Income-tax Advance tax calculation and credit to government account
3. Bank limits QIS reports preparation and filing

Yearly information systems

1. Company financial audit follow up
2. Bank limits renewal follow up
3. Sales tax accounts finalization and follow up
4. Functional budget achievement report preparation

In D. DHAYABARAN, AUDITOR, - Virudhunagar

Designation : **Audit-Assistant**
Period : **from June"98 –Apr 05"**

Responsibilities

I have assigned to Revenue, Statutory, Concurrent and Stock Audit to various Banks.

At the time of Internal Audit, I have proposed to prepare credit proposal for Limited Companies and other.

I had conduct both corporate & non corporate assesses cases of Income Tax finalization

Internal Audit for closely held Public Limited (Export) Company (VPSA Group) volume of business in that company is around Rs.15 Crores.

I had conducted non-corporate assesses cases for Income Tax finalization and also Statutory Audit, Revenue Audit to various Banks.

I hereby declare that the particulars mentioned above are true to the best of my knowledge and belief.

Place: Sivakasi
Date:

X. PRAKASH