*RESUME*

 **Anil Mathew**

Thuruthiyil house

Poovathodu P O

Bharananganam,

Kottayam Dt

**9995305908- M**

04822 237557- R

E-mail:aniltmathew07@gmail.com

# Objective

Seeking a challenging position in a well established organization, which offer professional growth and amble opportunities to learn and enrich competencies in my profession

# Summary

### An Accounts, finance and payroll professional with above 8 years of extensive experience in leading companies in kerala

M .Com from Mahathma Gandhi University, Kerala.

# Professional Areas of Interest

Finance (Bank reconciliation, Fund management, Cheque and cash dealings)

Accounts (Bills Accounting (In SAP and CSB), Tax dealings (Sales Tax))

Payroll ( Salary dealings, P F, E S I, Professional Tax, L W R , T D S )

# Work Experience

**More than 8 years of experience in the field of Accounts, finance and Payroll**

A) Now I am working in **LULU INTERNATIONAL PRIVATE LTD, EDAPPALLY (**this is one of the market leader in retail industry) as a **senior accountant** from 01st January 2013 (**under SAP**) to till date.

Here I am dealing with Accounts Payable,Bank reconciliation, Fund management, cash dealings, Bills Accounting, Tax dealings (Sales Tax) Etc nd M I S.

B. Earlier I have worked in **KITEX GARMENTS LTD**, **ALUVA** (this in one of the export based garments company in kerala) as an **executive** – (Finance and payroll) from 2nd November 2009 to 31st December 2012.

I am handling financial dealing, General Accounting , Accounts payable, salary related work and other legal formalities like E P F, E S I, L W F, Professional Tax, and T D S.

C. I have worked as an Accountant in **MUTHOOT VEHICLE AND ASSET FINANCE LTD**, Pala Branch (Kottayam DT) from August 2006 under C B S (core banking system) to October 2009.

My work area in is based on bank reconciliation, day to day transaction of the branch, manual book keeping, managing cash and cheque,, Accounts receables , account Payable , fund management, MIS reporting and other functional eras related to the branch level.

# Academics

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| --- | --- | --- |
| **Qualification level.** | **Year** | **University** |
| M.com (finance) | 2006 | M. G university |
| B.com | 2003 | M. G university |
| Pree degree | 2000 | M. G university |
| S S L C | 1998 | kerala syllabus |

# Personal Strengths

### Comprehensive problem solving skills, Tested ability to deal with stakeholders diplomatically, Good negotiation skills & Customer relationship management, Strong ability to work under pressure & time constraints, Team player & facilitator

# Personal Details

Name of father : T J Mathew

Date of birth : 11th February 1983.

Sex : male

Language Known: English, Malayalam

# Professional References

Mr Sinoby Francis

Manager,

Muthoot Vehicle and Asset Finance Ltd, Pala

Ph :09961490349

Mr Lipson

Asst Manager

Kitex Garments Limited

Ph : 09895015359

# Declaration

I here by declare that the above furnished information’s are true, complete and correct to best of my knowledge and belief.

Anil Mathew.

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11-10- 2014