

Venugopal Damodaran

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Motivated and confident account manager with exceptional Multi Tasking and organizational skills. Possessing a significant record of achievement in account management and able to quickly understand the mission, vision and values of organization. Looking for a challenging managerial or consultancy position which will make best use of my existing skills and experience and my personal and professional development.

Having Bachelor of Commerce, Master of Commerce course completed, MBA Finance & Banking, 10 months CA Article-ship, Certified Sales Tax Practitioners License for Kerala and Karnataka, Diploma in Office Automation, intermediate knowledge in MS Office (Word, Excel), expert in Tally, Certified GST Practitioner (Central).

Competencies:

21 years of experience in handling accounts department of various companies engaged in different nature of business. Worked as Consultant and Tax Practitioner for various type of companies. Experience in handling accounts of Engineering, Banking and Finance, Education, Hospital, Structural Fabrication & Construction, Architects, Printing and Publishing, Automobile, Digital Imaging, Digitization, Mining Equipment manufacturing, Supermarkets, Plumbing & Sanitation, Electrical Contract sectors.

PROFESSIONAL TRAINING

CA Article-ship	ICAI
Auditing	ICAI
Finalizations of Accounts	ICAI

ACADEMIC CREDENTIALS

S.S.L.C – [Board of Secondary Education, Kerala] – 51%

Pre-Degree – [Math's, Physics, Chemistry], - 47%

B.Com – [Finance & Cost Accounting], - 59%

M.Com – (Course Completed)

MBA [Finance & Banking] 65% in Finance & Banking, Periyar University, Tamilnadu

Diploma in Office Automation [Ms – Office, Word, Excel, Windows from Micro Point, Kochi, Kerala

Tally Certificate from Apex Info Systems, Kottayam, Kerala, India

Dac-ease Certificate [Accounting Software]

C.A. Article ship fourteen months.

Kerala State Sales Tax Practitioners License

Karnataka State Sales Tax Auditors License

Expert knowledge in EPF

Expert knowledge in ESI

Expert knowledge in Service Tax

GST Practitioner License – Central

Working Experience

- 1995 – 1998 – Cashier Cum Accountant – STC Ltd., Mysore, Karnataka, India
Day today accounting and cash handling work as assigned by the HO and MIS reports. Customer's valuable safe custody, Banking, Sales Reports, Collection supports, Sales Supports, New customers acquisition data base management etc
- 1998 – 2003 – Accounts Officer – Dynamic Orthopedics Pvt. Ltd., New Delhi
Day today work as assigned by management. MIS reports, Banking, Coordination with Auditors , Factory Accounts, Inventory Control, Procure to Pay (P2P) operations, Order to Pay (O2P) Operations, AR and AP, Collection, Payroll, Assets Accounting.
- 2003-2007 – Accounts Manager – Ebenezer Educational Charitable Trust, Bangalore, Karnataka

GL accounting of their college, school, and hospital, Coordination with auditors, Fees Collection Reconciliation, Vehicle Maintenance, EPF, ESI, Liaison with University, Education Department, Councils, Assets Accounting, Reporting to Chairman.

Achievement: Rectification of Accounts for previous 3 years, finalization, and coordinated with the auditors in all matters related to statutory filings. Implemented easy fees collection and reconciliation methods and systems, vehicle track recording system, fuel track recording system, canteen expense track recording system and helped the management in suitable cost reductions.

- 2007- 2011 – Accounts Manager - Shadeflex India Pvt. Ltd. And their Group Companies

GL,AR, AP, P2P,O2P,Payroll, Assets Accounting, Finalisation of Accounts, Coordination with Auditors.Manager for their 2 private ltd companies in the group.

Internal Audit, Taxation and billing direction to accounts staffs in the group companies. SEZ Billing, Imports, Export Billing, Works Contract Accounting, Collection, TDS, EPF, ESI filings, Report to MD.

Achievements: Organized Assets Register, Compliance Registers as per ICS, Settled 10 year old legal case with EPFO and for that all the registers and forms prepared and submitted as per the PF commissioner's requirement, Final settlement notice obtained from the department, remittance made and convinced the department to conduct final audit done and assured. Attended and settled 2 huge service tax notices for the previous 3 years by preparing and convincing the department regarding works contract billing toward which confusions were prevailing all over the country. Submitted apt case laws verdicts, debated and settled the issues in the most affordable manner. Find out proper rate of TDS on foreign payments which was pending, before my entry, with the company under confusion after consulting with many experts, done apt deductions and released the pending payments.

- 2011 -2013 – Accounts Manager – TSR Nirmaan Pvt. Ltd., Bangalore, Karnataka, India and their JV companies, VNR-TSR (JV) and Shivapria Constructions

GL, AR, AP, P2P,O2P, Payroll, Assets Accounting, Finalization of Accounts, Coordination with Auditors.

This is a Railway Line Construction company. Various activities involved along with accounting like obtaining licenses and permissions from various government departments, local public bodies, releasing the payment from railway department, sudden procurement of unexpected materials, coordination with engineering department in various matters, obtaining special permission from the Sales Tax department for transportation of special materials, Sub contractors accounts management, sub contractors work performance verification and payments.

Coordinated and supported the management and various departments within the company in end to end of all operations.

Achievements: Installed measures for cost reduction in the areas of site vehicle fuel, repairs and maintenance area. Get rid of the chances of manipulation in supply inward areas of continuous regular material to the sites, Installed effective control measures on the site accountants. Vehicle insurance and road tax tracking and renewals.

- 2013 – 2015 – Sales Tax Practitioner

- 2016 – 2018 – Sr. Manager (Accounts & Taxation) – Orange Printers Pvt. Ltd.

GL,AR,AP,P2P,O2P, Payroll, Assets Accounting, Finalization of Accounts, Coordination with Auditors.

Achievements: rectification, finalization, and support filing of the previous FYs. Collection of huge ARs pending with the market, attended and settled Central Excise demand note by submitting the evidences opposing the demand, Apt Product Master Creation during the introduction of GST. Installed proper control measures against manipulation in the areas of collection of ARs, finalization and filing of the company accounts before on time, timely and profitable closure of Buyers Credits, profitable closure of prevailed squeezing current accounts and term loans, opening of new profitable current accounts and term loans with reputed bank, arrangements and opening of alternative new funding towards the existed buyers credit and new machine purchases, vehicle insurance and road tax tracking and renewals.

Year	Position Handled	Companies Worked	Worked	Team Handled
1995-1998	Cashier-Cum-Accountant	STC Ltd., Mysore, Karnataka	3 Years	Self
1998-2003	Accounts Officer	Dynamic Orthopaedics Pvt. Ltd, New Delhi	5 years	2
2003-2007	Accounts Manager (Trust)	Ebenezer Educational Charitable Trust, Bangalore, Karnataka	4 Years	4
2007-2011	Sr. Accounts Manager (Group)	Shadeflex Group of Companies, Bangalore Karnataka	4 years	6
2011-2013	Sr. Manager (Accounts & Taxation)	TSR Nirman Pvt. Ltd, Bangalore, Karnataka	2 Years	6
2013-2015	Sales Tax Practitioner	VenuSreejith & Co, Bangalore, Karnataka	2 Years	Freelance
2016- 2018	Sr. Manager (Accounts & Taxation)	Orange Printers Pvt. Ltd., Trivandrum	2.5 Years	12

SKILLS

Ability to build successful relationships with customers

Ability to communicate to clients who have limited knowledge

Financial reporting

Ability to analyze scenarios

Problem solving

Tally software and SAP basics

Team management
Commercial awareness
Capacity for innovation

PERSONAL VITAE

S/o. Late K.G. Damodaran Pillai (Rtd. Conservator of Forest) and
S.Radhamaniamma

Date of Birth: 30th April, 1971

Languages Known: English, Hindi, Malayalam, Tamil, Kannada, Telugu (medium level).

Driving License: Valid Indian Light Vehicle License.

Passport : R9750665 valid up to 04.03.2028

Place : Trivandrum
Date : 10-01-2020

Last Drawn Salary: 7.2 Lakhs per annum -Trivandrum, Kerala, India
Expected: as per country standard

Preference:

NB: - I have not yet collected my MBA Mark list and Degree Certificate; I will produce it within 20 days of my appointment.