



RAHUL C



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ABOUT ME



Accountant

A highly successful accountant with invaluable experience in financial reporting and accounting covering a variety of industries from start-up business, to accounting and financial management of a company. Hands on experience of providing professional advice in strategic sectors such as financial reporting, taxation, auditing and corporate finance. Easy going by nature and able to work with all members of staff regarding finance issues to resolve problems. Presently seeking a professional and satisfying role in a reputable company. Aggressive and determined to find the strengths and weaknesses of a company to improve its profitability. Experience 5+ years.

EDUCATION



M.Com	Finance	University of Calicut	Result Waiting
B.Com	Co-operation	University of Calicut	April 2014
VHSE	Office Secretaryship	VHSE Puthiyara	March 2011

WORK EXPERIENCE



Dec 2019
to
Feb 2020

DANA INSURANCE BROKER LLC,
Location: Deira, Dubai, UAE

Accountant

- Monthly Reconciliation of Insurance company and customers' accounts.
- Monthly Payable statement preparation.
- Monthly Receivable statement preparation.
- Accounting of Expenses and Purchases.
- Manage all accounting operations including billing (sales Invoice) and Purchases.
- Vat statement preparation and filing
- Management of monthly financial reports preparation
- Successful completion of year-end audit with external auditors and Collaborate with auditing services as needed

Aug 2014
to
Sep 2019

KPI HEALTHCARE INDIA PRIVATE LIMITED
Location: Kozhikode, Kerala, India

*Corporate Accounts
Manager*

- Verification of financial reports and records for its accuracy and reliability.
- Preparation, presentation, and analysis of quarterly financial statements and discussion with the board of directors.
- Analysis of revenue and expenditure trends and recommending appropriate budget levels and ensuring expenditure control.
- Management of monthly financial reports showing actual versus budget variations, cash flow forecast, P and L, trends, and risks as well as areas that require managerial attention.
- Preparation of reconciliation of bank statements, accounts payable, accounts receivable periodically.
- Successful completion of year-end audit with external auditors and Collaborate with auditing services as needed.

- Filing of Statutory returns – VAT, GST, TDS, EPF and ESI
- Export accounting and realisations with Bank, RBI, and Customs.
- Import accounting and realisations with Bank, RBI, and Customs.
- Export Incentive scheme claiming Documentation
- Import & Export LC documentations.
- Buyers Credit Finance Operations Documentation and Postings
- Export Merchant Trade Transaction and Postings
- Manage all accounting operations including billing (sales Invoice), accounts receivable, accounts payable, general ledger, cost accounting, inventory accounting, payroll accounting and revenue recognition.
- Maintain the company's Tax records and ensure they are fully up to date at all times
- Maintain an organized and orderly filing system of all accounting records.
- Company records and register maintain and timely updating [Minutes book, Register, Share certificates]
- Supervise the subordinate and ensure the transactions are done the proper way and give proper advice.

PROBELAB, DIGIMED AND VINDHYA LAB

[Sister concerns of KPI Healthcare India]

Accountant

Location: Kozhikode, Kerala, India

*Jun 2015 To
Sep 2019*

- Formation and liquidation of Partnership Firms.
- Prepared and delivered internal and external financial statements and communicated quarterly operational performance results.
- Supported company objectives by developing solid financial plans.
- Analysed operational processes and implemented continuous improvement initiatives to promote profitability and efficiency.
- Manage all accounting operations including billing (sales Invoice), accounts receivable, accounts payable, general ledger, cost accounting, inventory accounting, payroll accounting and revenue recognition.
- Handling the entire accounting activities independently up to finalization of accounts.
- Manage all Banking operation including payments, receipts and documentation.
- Prepare quarterly and annual tax reports and necessary paperwork for tax payments and returns.
- Wages, Attendance Register Maintenance and Salary Statement preparation.
- WPS statement preparation and Salary release.

CORE SKILLS









- Reconciliation of bank statements, accounts payable, accounts receivable
- Budget Preparation
- Financial Statement Preparation
- Auditing
- Statutory Return's Filing
- Taxation
- Cash Flow Analysis
- Client communication
- Leadership
- Problem Identification & resolution
- Working Capital Management
- Forecasting

CAREER HIGHLIGHTS



- Handled Foreign Direct Investment Receipts, Reserve Bank of India Reporting Procedures and Issue of Shares.
- Bank Over Draft restructure that reduced the company finance cost from 12% to 9%
- Issued Company shares to employees under the ESOP scheme
- Assistance in Taken over process of a Proprietorship firm by a Private Limited Company
- Finance Arrangement for Australian Machineries Import
- Winding up of a Partnership Firm and Employees Settlement

<div>STRENGTH</div>	<div><ul style="list-style-type: none">Dedicated to highest ethical standards and integrityTeam playerAble to lead a team and motivate the groupAbility to adapt to changing work environment</div> <div><ul style="list-style-type: none">Fast learnerSelf-motivated and result orientedPunctual and good in follow – ups of tasksMaintaining good client relationship.</div>
<div>COMPUTER PROFICIENCY</div> <div></div>	<div>Operating Systems<ul style="list-style-type: none">WindowsLinux</div> <div>Software<ul style="list-style-type: none">Tally ERP 9Premium SoftwareQuick bookMS Office Package</div>
<div>LANGUAGES</div> <div></div>	<div><ul style="list-style-type: none">MalayalamHindiEnglish</div>
<div>INTERESTS</div> <div></div>	<div><ul style="list-style-type: none">MusicEducational DevelopmentMixed Martial Arts</div>
<div>PROJECT</div> <div></div>	<div><ul style="list-style-type: none">TADF GITA - Technology Acquisition Period: February 2016 - March 2019 Project Summary Start-up Govt. Subsidy for New Technology Acquisition (Import of Ultrasound Probe Repair Australian Machineries and Technology)</div>
<div>PERSONAL</div> <div></div>	<div><div>Father’s Name : Mr. Unnikrishnan C</div><div>Date of Birth : July 18, 1994</div><div>Gender : Male</div><div>Marital Status : Single</div><div>Nationality : India</div><div>Passport Details : N9057061, Expires 03/23/26</div></div>
<div>MY ADDRESS</div> <div></div>	<div>8/77-B, Lamaizon Villa, Thoombatta, Konot Post, Karanthoor-Via, Kozhikode – 673 571 Kerala, India.</div>
<div>REFERENCES</div>	<div><div><div>C.A. SHERIN THOMAS</div><div>Job Title: Chartered Accountant</div><div>Company Name: Profit Forte</div><div>Phone Number: +971 527786930</div><div>Email Address: casherinthomas@gmail.com</div></div><div><div>NIRANJAN KUMAR K.R.M</div><div>Job Title: Managing Director</div><div>Company Name: KPI Healthcare India (P) Ltd</div><div>Phone Number: +91 9847069684</div><div>Email Address: niranjn@kpihealthcare.in</div></div></div>
<div>DECLARATION</div>	<div>I, RAHUL C, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.</div> <div>RAHUL C</div>