

RESUME

M.ABINESH,

2-167,Kokkode,
Alencode (PO), KanayaKumari (Dist),
Tamil Nadu- 629802.

E-mail id: abiprasad5@gmail.com

Contact no: +91 82205 10854

Career objective

Seeking a position in Accounts, Banking and finance to enhance my skills and knowledge through learning and to utilize my behavioral skills for the development of organization.

Scholastics

- Completed PGDBM course at TimesPro, Coimbatore.
- Completed M.Com(Finance) in the year of 2014 at Sri Krishna Arts and Science College, Coimbatore with 65.38%.
- Completed B.Com with Computer Application in the year of 2011 at Lekshmipuram College of Arts and Science, Neyyoor with 60.80%.

Computer skills

- Operating System: Windows XP and Windows 7
- Word processing and Graphics: MS-Office 2007
- Finacle & Oracle ERP (All Finance Modules)

Area of Interest

- Accounts & Taxation
- Banking & Finance
- Securities and Mutual Fund

Certifications

- **NISM Series V-A:** Mutual Fund Distributors Certification Examination – 62%.

Work Experience

Worked as an Executive Accounts at Suguna Foods Pvt Ltd, Pondicherry from 04th Sep 2014 to 09th May 2016 - 2 years.

Worked as an Executive Accounts at Suguna Foods Pvt Ltd, Pondicherry from 14th Jul 2017 to 14th Sep 2018 – 1.4 years.

Worked as an Executive Accounts **Internal Job Transfer** at (Parent company) Suguna Holdings Pvt Ltd, Coimbatore from 17th Sep 2018 to 16th Nov 2019.

Roles and Responsibilities:

- Working Experience in Oracle ERP 12 for AP, AR, GL, PO, INV, OM and OPM.
- Preparation of Monthly, Quarterly, Yearly P & L and analyze the Budget Vs Actual.
- Preparation of Monthly Stock Valuation System Vs Physical
- Making All Suppliers, Vendors, Petty Cash other Creditors bills invoices through AP.
- Ensuring proper deduction of TDS and issue of TDS certificates
- Service Tax, TDS & sales Tax and written monthly & quarterly.
- Form F & C Form issue & Form F submission.
- Preparation of Monthly Logistic Costing, Transfer Price and Sales Price.
- Monthly Return For GSTR-1 and GSTR-3 along with payment of tax.
- Co-ordinate with branch accountant to complete the entries in time properly.
- Preparation of Management Information report as per required Management format.
- Dealing with external and internal auditors for statutory compliance and ensuring the timely completion of Audit.

Extra-curricular activities:

- Completed 'Art of Living' in Yoga.

Personal Details:

Father's name	: G.MARTHANDA PRASAD
Mother's name	: S.NAGESHWARI
Date of birth	: 23 rd Dec 1990
Gender	: Male
Marital status	: Single
Religion	: Hindu
Nationality	: Indian
Languages known	: English, Tamil, Malayalam
Sports	: Volley Ball

Declaration:

I hereby declare that the information declared above is true to the best of my knowledge and belief.

Place:

(Abinesh M)