

**Gratius J D’ Cruz**

Curriculum Vitae

Trivandrum

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**Post Applied for: Finance Manager**

**Objective:**

To be a part of the management team where I can utilize the accounting and financial management abilities and professional experience in Manufacturing, Construction, Real Estate, Contracting and Trading Companies for the benefit of my prospective employer

*Selected Achievements:*

1. **On Bank Facilities** : Arranged Project finance SAR 30 Million for Ras Al Khair power project in Saudi Arabia. Succesfully negotiated for LG, Bills\Discounting from SAMBA Financial Group and Bank Saudi Hollandi for the present company in KSA resulted in Cost Saving of SAR 1 Million.
2. **On Project Control** -for M/s Development Real Estate, in 2008 successfully completed two school construction projects and handed them over to two international schools managements and villas resulting in increased profit of AED 1Million
3. **On MIS** - for M/s Silentnight UAE LLC, In, successfully migrated all the data to Y2K compliance in the year, upgraded accounting software, installed Network system security and data back and retrieval facilities resulting in cost-saving of about AED 500,000 in hardware and software. Re-instated the GCC export license enabling export sales including Saudi Arabia and Qatar resulting in 30% increase in revenue to AED 6 Million

**Experience:**

**Internal Auditor**`````````````````````````````````````````                             **June 2017  to July 2020**

**ANTONY & Associates**

Chartered Accountants.

Duties:   Implementing and monitoring proper Accounting System, designing Chart of Accounts, Final Accounts including Trading & Profit and Loss Account, Balance Sheet etc Internal Audit of colleges and banks

**Finance Manager** (Reported to the Managing Partner) **May 2012 to July 2013**

**TS EPC, KSA**

Company was involved in the **Construction, Erection and Installation** of Power and Desalination Plants of SAR 184 Million contract with SEPCO (Chinese Government) at Ras As- Zawr Power Plant for KSA Government

Duties: Implementing and monitoring Construction accounts through ERP, Costing, MIS, Budgeting, Preparation of Cash-Flow, Trading, Profit and Loss Account, Balance Sheet, , Local purchase procedures including evaluating quotes, placing LPO; time-sheets / Work-Order Verification, participated in the development of policies and procedures to ensure internal control;, payroll, ISO/IMS certification process.

**Finance Manager** (Reported to Company Chairman) **May 2001to Jan 2010**

Development Real Estate LLC, Dubai. (The **Real Estate Company** had school buildings and residential towers)

Duties: Preparation of profit and loss account, balance sheet, MIS, budgeting, variance analysis on project to project basis, cash-flow statements, supervised accounts payable, Designing implementing and monitoring Construction accounts, involved in feasibility studies. Commercial write-ups including company profiles, material purchases, costing, directly supervised accounting supervisor, indirectly supervised project engineers on construction.

**Chief Finance Officer** (Reported to CEO in the U. K.) **Aug ’96 - Apr ’01**

Silentnight UAE LLC (The largest bed **Manufacturing Company** in Lancashire, UK, subsidiaries included in Germany Australia and France).

Duties: Preparation of Manufacturing, Trading, Profit and Loss Account, Balance Sheet, Involved in Importing Spring system from U.K., Local Material purchase procedures including evaluating quotes, placing LPO, Setting up Standard Costs for various end products, Budgeting, analyzed results and implemented improvement strategies to ensure that International Accounting Standards were met; participated in the development and implementation of policies and procedures to ensure internal control;, payroll, Liaised with various ministries for renewal of licenses and Labour and Immigration Departments.

**Internal Auditor** (Reported to Managing Director.) **Dec ’ 93- Jul ’96**

Hada Group, Dubai, UAE. (Subsidiaries did **Furniture Manufacture & Constructed** the largest shopping complex in Sharjah)

Duties: Manufacturing, Trading, Profit and Loss Account, Balance Sheet of Manufacturing, Construction company and Trading company accounts, Branch accounting of Shiraz Island; responsible for internal control of financial transactions, monitored the construction accounts of Al Wasl and Khamiri Construction Companies which were engaged in the largest shopping complex construction in Sharjah,. L/C & Trust Receipts, Inventory Control, Job Costing, Invoicing, Journals, Posting, Trial Balance, Depreciation calculations, Bank Reconciliation Statement, Payroll etc

**Education:**

Master of Commerce **(M. Com.)** **Kerala University**

**Subjects Include:** Financial Management, Corporate Tax, Management Accounts, Tax- Law and Accounts, Strategic Management, Environment Policy, Management Information System (MIS), Research Methodology, Management Optimization Techniques, Financial Accounting, etc.

Bachelor of Commerce **(B. Com.)** **Kerala University**

**Subjects Include:** Advanced Accountancy, Cost Accounting, Managerial Economics, Auditing, Statistics, Company Law and Mercantile Law, etc.

M Th and M Phil from ACTS Academy, AIT, Bangalore

**Professional Membership:**

Systems Internal Auditor ISO / IMS QHSE from QS CERT., KSA CZECH

Authorized Tax Practitioner from Central Government of India. Kerala

I.M.A. (Institute of Management Accountants) **USA**

# IT /Technical Qualifications: C.N.A. - Novell India INC (Pune), Microsoft Word, Excel, Power Point,

# Accounting Software: Microsoft GP, Tally ERP 9, Quick Book Pro, Focus, Pegasus Senior.

# Linguistic Proficiency: English, Hindi, Malayalam & Arabic (All Spoken &Written)

**Others :** Posses Real Estate Consultant certification from R.E.R.A., Dubai Govt.,

Driving License of KSA, India & UAE

**Date of Birth** 18/09/1960

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