MINESH SARASAN

Thachangath House, Edavanakad P O, Ernakulam,

Kerala 682502

+91 7907671253, 9447718902

**minesh.sarasan@gmail.com**

**CAREER OBJECTIVE**

Accounts and Finance Manager with 22+ years of experience of ledger processes, account reconciliations and streamlining accounts. Possess an MBA with a focus in accounting. Seeking to leverage accounting expertise and experience into a managerial role as a corporate banker.

**PROFESSIONALSUMMARY**

* 22 Years’ experience in Accounts, Finance and Auditing
* Familiar with IFRS and GAAP accounting systems
* Proficient in ERP Packages Tally ERP 9.0, MS Office
* Experience in Manufacturing, Trading, Construction and in Auditing

**PROFESSIONAL EXPERIENCE**

**TECHNOSKILL ENGINEERS AND CONTRACTORS: ERNAKULAM**

Employer Profile : Leading construction firm

Duration : 2nd January 2018 to till date (2. 5 years)

**Designation : Financial Controller**

* Coordinate and direct the preparation of the budget and financial forecasts and report variances
* Developing financial strategy, including risk minimisation plans and opportunity forecasting
* High-level financial reporting and analysis
* Cash flow management
* Improving efficiencies and reducing costs across the business
* Debt management and collection
* Ensuring compliance with statutory law and financial regulations
* Developing financial reviews and providing investment advice
* Manage all accounting operations including Billing, A/R, A/P, GL and Counsel, Cost Accounting, Inventory Accounting and Revenue Recognition
* Prepare and publish timely monthly financial statements

**MARK AND ORION VENTURES PVT LTD (DOC& MARK)**

Employer Profile : **Well-known trading firm in South India**

Duration : 9thDecember 2014 to 30th December 2017 (3 years)

**Designation : Accounts and Finance Manager**

* Internal Audit, Account Finalization, Payroll, Receivable, Payable
* Managing a company's financial accounting, monitoring and reporting systems
* Producing accurate financial reports to specific deadlines
* Preparation of Cash flow reports, Budgets and Funds Management.
* Preparation of monthly MIS and Financial statements to the management.
* Preparation and uploading of GST details
* Monitoring and interpreting cash flows and predicting future trends
* Formulating strategic and long-term business plans

**JOY ALAPPATT GROUP, Ernakulam, Kerala**

Employer Profile : A well-known trading groupin Kerala focusing in different types of business with a turnover of 60 to 75cores in a year. They possess the Franchise, Dealership and Distributors of GodregInterio, IFB washing Machine, Parker Pens, Classmate note books, FMCG products etc.

Duration : October 2011 to November 2014**(3 Years and 1 Month)**

Designation : **Finance and Accounts Manager/ Internal Auditor**

* Internal Audit, Account Finalization, Payroll, Receivable, Payable, VAT
* Managing a company's financial accounting, monitoring and reporting systems
* Producing accurate financial reports to specific deadlines
* Preparation of Cash flow reports, Budgets and Funds Management.
* Preparation of monthly MIS and Financial statements to the management.
* Preparation and uploading of VAT details
* Monitoring and interpreting cash flows and predicting future trends
* Formulating strategic and long-term business plans
* Arranging new sources of finance for a company's debt facilities
* Finalization of Accounts of all branches separately and consolidating data for statutory filing
* Communicates audit progress and findings by providing information in status meetings; highlighting unresolved issues; reviewing working papers; preparing final audit reports.

**GRAPHIC ENGINEERS AND CONTRACTORS: ERNAKULUM**

Employer Profile : A largest contracting company in Ernakulam. Undertaking the construction of commercial and residential buildings and flats

Duration : January 2004 to 2011 September **(7 years - 8 months)**

Designation : Accounts Manager

**KEHLAN TRADING & CONTRACTING L. L. C., OMAN: Building Contractors**

Employer Profile : A Well-known contracting and trading company In Sultanate of Oman.

Duration : 5thAugust 1997to 29th December 2003**(6 years and 4 months)**

Designation : Accountant

* Producing accurate financial reports to specific deadlines
* Preparation of monthly MIS and Financial statements to the management.
* Labor deployment
* Payroll

**FANCY FASHIONS PVT LTD.: Wholesale and Retailers of readymade dresses and dress materials (years**

Duration : 1995 November to 1997 July **(1 Year and 4 months)**

Designation : Accountant

**SKILLS**

* Proficient in MS-Excel, Ms-Word, Tally ERP9
* Communication
* Time Management
* Critical Thinking Handling Pressure
* Leadership

**PERSONAL INFORMATION**

**TO WORK**

Name : MINESH SARASAN

Sex : Male

Date of Birth : 21-05-1972

Marital Status : Married

Name of Father : T.G. Sarasan

Religion and Community : Hindu, Ezhava

Languages Known : Malayalam, Hindi, English

Indian Driving License Number : 42/2397/2008

**EDUCATIONAL QUALIFICATION**

Academic : B. Com

: MBA Finance

Technical : Diploma in Computer Science

MINESH SARASAN