

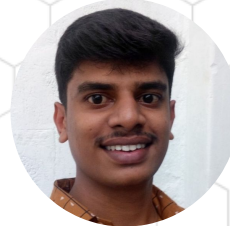
SASIKUMAR

Accounts and Finance Manager

📞 9488772950

📍 Coimbatore

✉️ sasikumar.skm1995@gmail.com



SUMMARY

Having good experience in Auditing and Accounting, willing to work in a company by applying my knowledge and skills for the development of that company and being a part of the success of the Company.

EXPERIENCE

Accounts and Finance Manager

CEEZET ELECTRONICS PRIVATE LIMITED

📅 06/2023 - Present 📍 Coimbatore, Tamilnadu, India

Import and Manufacturing of LED TV, Interactive panel

- TDS: monthly payment, quarterly returns
- GST Returns Month and Annual
- Finalization of Accounts
- Attending the sale tax, income tax hiring, and report preparation
- Preparing and maintaining statutory books of accounts, audits, and reconciliations of account receivables and payables
- Identifying accounting and auditing issues
- Presenting audit reports clearly highlight key audit recommendations to management
- Complete assigned audits, address all audit objectives, and monitor and report on audit progress
- Collecting financial data and preparing a profit and loss and balance sheet on a monthly basis and an analysis report
- Prepare sales analysis reports and MIS reports
- Preparation of cash flow and fund flow statements monthly
- Import (bill of landing to container at factory)

Assistant Accounts and Finance Manager

SERVAMALIGAI

📅 07/2021 - 05/2023 📍 Salem, Tamilnadu, India

Retail Business of Gold, Diamond, Silver, Platinum

- Preparation of bank reconciliation on a weekly basis
- Preparation of debtors statement on a monthly basis
- E-Filling of TDS, GST Monthly and annual
- Payment, receipt and cash maintains
- Prepare sales analysis report & MIS Report
- Preparation of Profit and Loss and Balance Sheet on Monthly Basis
- Attending the sales tax, Income tax hiring and report preparation
- Book finalization
- Create new internal accounting corporate policies
- Bullion price fixing, melting profit, melting wastage calculation
- Preparation of cash flow and fund flow statement monthly

EDUCATION

Master of Business Administration

Bharathiar University

Bachelor of Commerce

Sri Vasavi College

Higher Secondary Certificat

Government of Tamil NaduTamil Nadu Arasu

Secondary School Leaving Certificate

Government of Tamil NaduTamil Nadu Arasu

SKILLS

MS office (Excel Word PP)

Microsoft Dynamics

Tally ERP 9 and Tally Prime SAP

Busy APX Windows

TRAINING / COURSES

Typewriting English - Senior Grade

Typewriting English - Junior Grade

CERTIFICATE AND AWARD

Python

Information Technology Training Course

Orientation Programme

Best Employee Award - 2019

EXPERIENCE

Senior Assistant - Internal Audit

EMERALD JEWEL INDUSTRY INDIA LTD

📅 06/2019 - 06/2021 📍 Location

Manufacturing of Gold and silver jewelry

- Verification of all vendor's bills before making payments on a day-to-day basis with online and regular side
- Verification of salary, OT, Increment, Arrear, FFS, Food allowance, Deduction for individual units on preaudit basis
- Verification of petty cash voucher for all showrooms
- Verification and E-filing of ESI, EPF and PT
- Verification and E-filing of GST & TDS
- Verification and validation of all purchase orders with company norms
- Verification of P&L for old gold and old silver
- Verification of sales incentives in accordance with the incentive policy approved by the management from time to time
- Verification of bank reconciliation statement
- Verification of Interest paid on CC, WCDL, & Term Loan
- Ledger scrutiny and preparation of internal audit report on a quarterly basis
- Verification of minimum guarantee calculation and GML
- Stock of showroom and general store
- And work effectively as a senior team member by sharing responsibility, providing support and updating HOD on progress

Article Assistant

Yoganandham

📅 05/2015 - 05/2019 📍 Coimbatore, Tamilnadu, India

Yoganandh & Ram LLP is a firm of Chartered Accountants

- Preparation of bank reconciliation on a weekly basis
- Preparation of debtors statement on a monthly basis
- E-Filing of TDS, Sales Tax & Central excise, Service Tax
- LC Document preparation
- Making official letters to various dept
- Payments, receipts and cash maintained
- Preparation of fund flow and cash statement
- Prepare sales analysis report and MIS report
- Preparation PowerPoint for meeting
- Preparation of Profit and Loss and Balance sheet on a monthly basis

Personal Details

Father's Name : Mr.D.Jaganathan

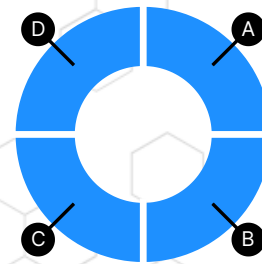
DOB : 25/05/1995

Gender : Male

Religion : Hindu

Nationality : Indian

MY TIME



- A Learning
- B Development
- C Review of activity
- D Health and happy

LANGUAGES

Tamil

Native



English

Intermediate

