



# Prasad Pakkath

SENIOR PROJECT ACCOUNTANT

## WORK EXPERIENCE

### Senior Project Accountant

Redx Industries Co. W.L.L./Manama, Bahrain/Oct 2019-Present

Redx Industries is a leading manufacturer of building materials including, Ready-Mix Concrete, Precast Elements, Concrete Blocks Interlock Pavers, Concrete Kerbs & Flags, Crusher Products, Washed Sand, Artificial Stones and Asphalt products. Headquartered in the Kingdom of Bahrain RedX has approximately 800 employees and three large scale manufacturing facilities within the Kingdom.

- Experience creating monthly MIS reports using MS Excel Pivot Tables, MS Excel Data Queries, and/or MS Reporting Services.
- Providing project managers and clients with timely financial reports and budgets, as well as project forecasts.
- Prepare and review monthly work completion report and preparing the project Invoices and coordinating with the client for the payment.
- Monthly Bank Reconciliation and Cash Management - Manage incoming and outgoing cash effectively daily basis. Forecast daily cash position by utilizing cash receipts and disbursements.
- Preparing AR aging to ensure compliance, monitor customer account details for non-payments, delayed payments, and resolve payment discrepancies and forwarding to legal department.
- Reconcile the accounts receivable ledger to ensure that all payments are accounted for and properly posted.
- Prepares cash flow reports and identifies and evaluates variances. Forecasts, monitors and tracks cash flow (weekly, monthly, quarterly etc.).
- Preparing different reports like monthly Project cost, Quotation sent and Conversion report, weekly sales report including incentives, Job costing reports and supporting commercial department for tender and assist with project assignments.
- Managing Fixed Asset- recording the cost of tangible and intangible fixed assets, tracking existing fixed assets, accounting for the disposal of fixed assets and calculating and recording depreciation and amortization.
- Prepares cash flow reports and identifies and evaluates variances. Forecasts, monitors and tracks cash flow (weekly, monthly, quarterly etc.).
- Intercompany transactions including intercompany receipts/payments allocation (netting and non-netting), reconciliation of the netting account.
- Checking GRN and perform monthly supplier reconciliations and preparing weekly payment proposals to the management.
- Monitor daily cash balances and determine cash requirements needed to cover payments and preparing weekly cash flow reporting.
- Processing of payroll transactions including salaries, benefits, GOSI and other deductions and uploading in Bank.
- All Jobs related with LC, Initial Bond, Performance Bond, Bank Guarantee and preparation of tender documents.
- Performs both internal and external audits; provides complete, comprehensive reporting to all company managers, officers, and directors.
- Support month-end and year-end close process, produce error-free accounting reports and present their results, giving training in SAGE ERP, review and recommend modifications to accounting systems and procedures

### Finance Manager

Al Hosni Group of Companies/Muscat, Oman/Jun 2015-Oct 2019

Al Hosni Group is a group of companies which is into the field of Engineering, Electrical Contracting, Real Estate business, Fuel filling stations (From Oman Oil & Al Maha), Tours and Travels (Air Ticketing).

- Responsible for all the functions of the group companies related to finance, banking, accounts activities.
- Lead and manage a team of seven professionals, including selection/hiring, objective setting, performance management, coaching/development and training.
- Managing Accounts Receivable, Accounts Payable Management System & Cash Management Reporting.
- Keeping track of various group companies including inter-company accounts and reconciliation.
- Confirms financial status by monitoring revenue and expenses, coordinating the collection, and evaluation of financial data.
- Receive the purchasing requests from all departments; approve it, and co-ordinating with foreign / local suppliers and purchase department in opening LCs facilities if required and pricing validation.
- Preparation of all financial reports, including Profit and Loss Statement, Balance Sheet and Statement of Cash Flows, as well as the year-end financial reports.
- Provide timely explanations of variances between actual results and forecasts/budgets; provide corrective action recommendations to management, where necessary.
- Confirms financial status by monitoring revenue and expenses; coordinating the collection, consolidation, and evaluation of financial data; preparing financial reports.
- Helping management taking important financial decision by reporting them on ongoing basis.
- Successfully repaid OMR 3.8 Million property loan in Muscat & GBP 1.2 million property loan in United Kingdom.
- Analysis of monthly accounting reports, MIS report generation and reporting to the Executive Chairman of the group.
- Internal audit and implementation of internal control procedures.
- Dealing with banks and other financial institutions for arranging funds.

### Assistant Accounts Manager

LG Electronics, Jebel Ali FZE/UAE/May 2009-May 2015

LG Electronics One of the world's globally recognized company engaged in manufacturing, research development, and trading of word renowned brand in home entertainment/appliance, AC, mobile and Other IT products,

- Cash Management- Prepares monthly bank reconciliation statements, Cash pooling and Foreign exchange management.
- Fixed Asset Management- Register acquisitions, transfers and disposals of fixed assets and facilitates and conducts semi-annual fixed asset physical counting and consolidates results of fixed asset physical counting of all our West African branches.
- Invoice Management- Obtain all invoices from Receiving Clerk or from the Employees personal claims, ensuring all prices and quantities agree with purchase order and make three-way matching of the Invoice with PO and Receipt as per the System. Invoice Hold & release split and payment modification.
- Supplier Management – checking and creating supplier, register bank details, pay term registration and update Account payable vendor records.
- Payment Management - Process payments to Branches, Parent firms, suppliers, employees, corporate credit cards etc. on or after due date by petty cash, cheques, wire or mass payment transfers according to the agreements and approvals.
- Reporting - Cash Flow Analysis, AP Aging Report, Supplier reconciliation report, Supplier balance confirmation periodically, Clearing dead AP's from SOA, AP Forecasting statement, Preparing trade AP and other AP list. Assists in resolving issues on the monthly system validation (e.g. long outstanding AP's, unsettled business travel and other types advances and suspense payments)
- Netting Management- Intercompany payments using Global AR-AP Management System (GAMS), netting agreement creation, AP AR offsetting.
- WPS – Preparing payroll for the employees and top management and making payment via online WPS system.
- Managing APMS- Advertising and Promotion Management System (Basic Plan, Marketing plan and budget allocation).
- Daily TR interface posting, GL entry, GL Checking and GL Adjustments if necessary via General Ledger System (GLF)
- Handling GFVS – Global Financial Validation System to check the accounting validation and the feasibility.
- Branch's expenses report checking, monitoring bank transactions, balance monitoring and making all branches' system payment vouchers includes cash, check and wire.
- Preparation of Internal and external Audit Report and other routine Auditing Works related with Accounts Department.
- Closing Management- Accounting Unit Closing, Division closing, local/final closing.

### Accountant

Hoerbiger Service Middle East FZE/UAE/May 2007-May 2009

Hoerbiger Service Middle East is an ISO certified largely spread multinational company which has its origin in Austria (Vienna) and now functioning in 48 countries around the globe including Dubai. Specialization in the field of compression technology and is a vital player in the oil fields business.

- Handling all accounts of the company and reporting to the financial controller and assisting a team of four members.
- Payment follows up and Debtors/creditors intercompany reconciliation's and making commission statements.
- Checking GRN and booking local purchase and handling import purchase.
- Making proposal for payments to local, foreign & Inter Company suppliers.
- Reconciliation of bank, cash, prepaid expenses, other receivables and unpaid expenses.
- Making Statements like netting, aging & vendor's carryings.
- Submitting daily back order and financial status to the top management.
- Dealing with petty cash, Accounts Receivables & Account Payables, preparing cheques for suppliers and making online payments, preparing payrolls.
- Making provision voucher for every month like bonus, indemnity, Insurance and other utility bills and reconciliation.
- Preparing salary and checking employee's personal claims, corporate credit card transactions and do the booking and make the system payment

### Accountant

Adamallys LLC/UAE/Jul 2005-May 2007

Adamallys Marine LLC. A leading & established general trading Company in Dubai dealing with Oilfield Marine, Power Generation & Construction Companies.

- Maintenance of Cash Book, Bank Book and Journal Vouchers. Credit / Cash purchase.
- Responsible for General Accounting & Closing of financial transaction.
- Prepare daily, weekly and monthly report regarding status of sales.
- Verification and passing of cash receipt & payment vouchers, bank receipt & payment vouchers, local and foreign purchase orders, Sales and Purchase Invoices.
- Responsible for all transactions in accounts, buy and sale module.
- Responsible for maintaining statement of a/c and Suppliers/Customers account.
- To assist financial departments with responsibility for payroll, accounts payable and receivables and analyzing.

## PERSONAL DETAILS

### Date of birth

23/05/1981

### Nationality

Indian

### Visa status

Work Visa

### Marital status

Married

## ABOUT ME

I am a seasoned finance professional, boasting a robust 18-year career marked by proficiency in a wide array of financial disciplines. My expertise encompasses Financial Statement Analysis, General Ledger Accounting, and Cost Control, underpinned by a solid foundation in Corporate Finance. I excel in P&L Management, demonstrating a keen ability to steer Business Planning and Variance Analysis towards favorable outcomes. My skill set is further enhanced by adeptness in Working Capital Management, coupled with a meticulous approach to both Internal and Statutory Audit procedures. A staunch advocate for Compliance Management, I have a proven track record of fostering Cross-functional Coordination. At the core of my professional ethos is a commitment to Team Management & Leadership, ensuring that I not only meet but exceed the strategic objectives set before me.

## MAJOR GOVERNMENT ROAD & CIVIL PROJECTS

### Part of Major Government Road & Civil Projects

Manama Bahrain

Nov 2019-Present

- Airfield Maintenance Term Contract at Bahrain International Airport – BD 6 Million (2021-2025)

- Rehabilitation of Zallaq Highway from Shaikh Salman Highway to Gulf of Bahrain – 1.08 Million (2023-2024)

- Road Improvement at El Mahzoora Avenue – 1.01 Million (2023-2024)

- Term Contract for Asphalt Surfacing & Reinstatement Works for Ministry of Works, Kingdom of Bahrain – BD 1.5 Million (2021-2022)

- Civil Works Team Contract for Ministry of Works, Kingdom of Bahrain – BD 1.25 Million (2021-2022)

- Supply of Material for RPMD Use Term Contract for Ministry of Works, Kingdom of Bahrain – 1 Million (2021-22)

- Four Year Agreement for provision of bulk Asphalt Haulage Services for Bahrain Petroleum Company (Bapco) – BD 1 Million (2021-2025)

- Rehabilitation of Various Roads in Hawar Island for Ministry of Works, Kingdom of Bahrain – BD .500 Million (2021-2022)

- PAEW (Public Authority for Electricity & Water Oman ) frame Contract Izki, Al seel – OMR 1 Million - (2015 – 2017)

## SKILLS

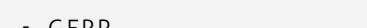
### Project Accounting



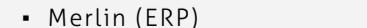
### Accounts Payable & Receivable



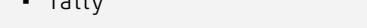
### Cash Management



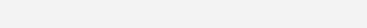
### VAT Returns



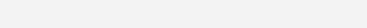
### Monthly Account Reconciliation



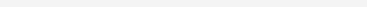
### MIS Reporting



### Budgeting & Forecasting



### Financial Analysis & Planning



### Team Management & Leadership



## LANGUAGES

### English



### Hindi



### Malayalam



## DRIVING LICENSE

### Driving license category

Bahrain, Oman, UAE, India

## EDUCATION

### Certified Management Accounting

Hock International, US

### B.Com. in Accounts & Finance

Calicut University

2001

### Pre-Degree Commerce

Calicut University

1998

## ACCOUNTING SOFTWARE

### Jan 2025-Jan 2025

- SAP

- Sage X3

- GERP

- PACT

- Merlin (ERP)

- M system

- Tally

- Dac-Easy

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