

## **CURRICULUM VITAE**



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### **AMOL ASHOK PATIL**

#### **Permanent Address**

**A/p- Shinal, Taq- Athani, Dist- Belgaum, Karnataka -591303**

#### **Local Address**

**#25/1, 4<sup>th</sup> Cross, Nandi Durga Main Road, Jaymahal Extension, Bangalore- 560046**

#### **Contact Details**

**Mob : +91-9886286002 Alternate Mob No. : +91-8861881400**

**Email : amolpatil970@gmail.com**

#### **Passport Details**

**Passport Number : L9209784**

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### **CAREER SUMMARY**

- MBA –Finance & Marketing with 4 years experience in the field of accounts & finance.
- Expertise in spearheading corporate and financial planning initiatives in Commercial Operation, Accounts & Finance, Auditing & Taxation, MIS, Exports Management and export document negotiation.
- Expertise in designing and implementing systems to achieve financial discipline and improve the overall efficiency of the organisation.
- Strong analytical skills.
- Good relationship management & negotiation skills in liaising with Banks, other financial institutions and various regulatory authorities.
- Well versed with MS Office and Tally.

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### **KEY SKILLS**

- Determining financial objectives. Designing & implementing systems, policies & procedures to facilitate internal financial control.
- Preparing Annual Budget and forecasting trends.
- Developing reports for top management summarizing the business financial position in areas of income, expenses, capital usage and cash flows, and coordinate the preparation of strategic plans, budgets and financial forecast.

- Developing and updating accounting, finance and management policies and procedures.
- Effective Cash Flow Management.
- Monitoring budgets and comparing them with actual cost and revenues related to production, marketing and capital.
- Coordinating with the auditor
- Coordinate the preparation of Financial Statements, Financial Reports for internal usage.
- Getting control accounts reconciled and sorting out the discrepancies.
- Filing Service Tax return, E-TDS payment & E-TDS quarterly return, Independent handling of TDS & Income tax assessment.
- Remitting foreign currency for import advance & other expenses like travelling, consultancy, advertising and project export.
- Negotiating with the Vendors and clients.
- Implementing training courses for new recruits.
- Meeting to clients for business opportunity.

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### EDUCATIONAL QUALIFICATIONS

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- Degree : MBA – Finance & Marketing  
College : Brindavan College Bangalore (BANGALORE UNIVERSITY)  
Year : 2011  
Remarks : First Class  
Marks : 61%
- Degree : B.Com  
College : J E Society's Arts, Science & Commerce College , Athani, Belgaum (KARNATAKA UNIVERSITY)  
Year : 2009  
Remarks : Second Class  
Marks : 56.86%
- Degree : PUC  
College : J A Comp PU College Athani, Belgaum (PU BOARD KARNATAKA)  
Year : 2006  
Remarks : First Class  
Marks : 64.66%

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### EMPLOYERS

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- Currently working as Accountant for “DESIGN FORUM.” since October 2011.
- Worked as a part time cashier for “Panchmi Sagar Hotel.” from January 2010 – June-2011.

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### PERSONAL DETAILS

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- Date of birth : 30<sup>th</sup> July,1988
- Languages known : English, Hindi, Marathi, Kannada.
- **Sex** : Male
- **Marital Status** : Married

- **Nationality** : Indian

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**INTERESTS AND ACTIVITIES**

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- Tennis, volleyball, Kabbadi, Cricket, Reading Interior design.

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**REFEREES**

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Mr. Karan Mehra <i>Proprietor</i> <b>DESIGN FORUM</b> India & Dubai Mob : +91-9845256007 Ph : 080 42048380 Email: karan@designforum.in	Mr. Suresh <i>Proprietor</i> <b>Panchmi Sagar Hotel</b> Bangalore Mob : +91-9686937772
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**PERSONAL COMPETENCIES**

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- Ability to work in a fast-paced environment to set deadlines
- Excellent oral and written correspondence with an exceptional attention to detail
- Highly organised with a creative flair for work
- Enthusiastic self-starter who contributes well to the team

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**DECLARATION**

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I hereby affirm that the information provided above is true to the best of my knowledge and correct.

**Place : Bangalore -46**

**Your faithfully**

**Date**: 28/09/2015

**(AMOL PATIL)**