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## PROFESSIONAL QUALIFICATION

Chartered Accountancy  
(ACA) Final Level  
Qualification from  
**The Institute of  
Chartered Accountants  
of Sri Lanka**

Accounting Technician -  
Passed Finalist from  
**The Association of  
Accounting Technicians  
of Sri Lanka**

Finalizing the Bachelor's  
Degree on Commerce  
(B.Com.) **Jaipur National  
University of India**

# CHAMIL FERNANDO

## PROFESSIONAL SUMMARY

I am a dedicated professional with 17 years (**10 Years in Dubai**) working experience in the field of Finance covering Accounting, Regulatory Reporting, Insurance and Reinsurance, Budgeting, Forecasting, Compliance, Office Administration and Project Management.

I am willing to undertake a challenging Position in Finance, Accountancy & Management where value-adding contribution can be made using my experience, knowledge and skills effectively to achieve the organizational success and personal career growth.

## WORK HISTORY

**Finance Manager and Corporate/Board Secretary** 05/2019 - 07/2023  
**Tokio Marine Middle East Ltd - DIFC**, Dubai, United Arab Emirates

**Assistant Finance Manager** 08/2016 - 05/2019  
**Union Insurance Company PSC**, Dubai, United Arab Emirates

**Senior Accountant** 09/2013 - 06/2016  
**Orient Insurance PJSC**, Dubai, United Arab Emirates

**Finance Manager** 05/2006 - 09/2013  
**Union Assurance PLC**, Colombo, Sri Lanka

## ACCOMPLISHMENTS

- “Model Employee of the year” awarded by the CEO of Orient Insurance PJSC, Dubai in 2015 for the **best performance in the Finance division**.
- “CEO's award” was received in Union Assurance PLC, Sri Lanka for the **successful implementation of the SAP** project within a challenging time frame in the year 2013
- “CEO's awards” received twice for the **exceptional performance in Finance division** of Union Assurance PLC, Sri Lanka in 2011 and 2012
- Core team member in SAP Finance System Project implementation in Union Assurance PLC

## SKILLS

- Professional experience in handling Advanced Excel and other Microsoft Office Packages
- Expertise knowledge in SAP Accounting System as a priority user in handling systems interfaces, configurations, MIS and operation control
- Knowledge of Microsoft AX accounting system as an active user
- Experienced user in Sage 50 US Accounting system (Peachtree)
- Report level user in Xero and Tally Accounting Systems
- Key user in Premia 10 system in improving, testing and quality assurance of the system for continuous development
- Well Experienced in Integrated Management Accounting Systems (IMAS) and Integrated Insurance Systems (IIS)
- Leadership talent and Teamwork, Creativity, Problem solving, Presentation

## WORK EXPERIENCE

- Preparation of quarterly & annual financial statements in accordance with Accounting Standards (IFRSs), coordinating with external auditors
- Submission of quarterly & annual regulatory returns & reports to regulators. Compliance with various rules and regulations
- Performing as Corporate Secretary arranging Board meetings, managing Board related matters, resolutions, regulatory compliance submissions, coordinating Board pack and Board meeting minutes preparation
- Compliance with VAT rules, preparation of VAT return and submission, VAT payments/ VAT refunds, handling corporate tax related matters
- Providing various ad hoc reports to management for decision making and planning, cash flow forecasting, variance analysis, investment analysis, insurance renewals, annual budget preparation, PPE management, accrued expenses, bank reconciliations
- Reviewing and enhancing financial controls and processes regularly, implementing new procedures to improve the financial operation efficiency, testing system logic and reports, maintaining quality assurance in system improvements, supervising office administration tasks
- Consolidation of group companies' financial statements quarterly and yearly, managing group related party transactions
- Travel to KSA, Egypt and UAE to conduct Internal Audits/ Onsite Monitoring reviews in Group Companies, performing AML/CFT reviews, sanctions screening
- Perform solvency testing, market analysis and impairment reviews, coordinating with actuaries on IFRS 17 related computations by providing required data and reviewing actuary reports
- Monitoring reinsurance related accounting activities including treaty and facultative reinsurance reconciliations, quarterly treaty technical accounts, profit commission, XOL adjustments, sliding scale calculations
- Supervising finance team activities related to claims settlements, commission payments, bank reconciliations and forex transactions
- Leading the team overlooking, monitoring and keeping high enthusiasm of team members and continuous motivation, holding monthly meetings, discuss progress and development plans with team members

I certify that the above-mentioned details are accurate in all respects.

Yours truly,

K Chamil J Fernando