

Resume

Vignesh. R

E- Mail

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Contact Number

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Permanent Address,

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Personal Information

Father Name: S. Ramu
Date of Birth: 01st July 1993
Sex : Male
Status : Married
Nationality: Indian
Languages : Tamil, English
(Speak and write)

Area of interest: Accounting &
Finance, Team management,
Automation, Forensic Audit.

Software : SAP S4 HANA & R3,
Net Suite, Xero, Coupa, Tally,
MS office package etc

Accounting Entities: Singapore,
India, US, UAE & Malaysia

Career Objective

Intend to build a strong and long career in accounting with leading corporate of hi-tech world with committed and dedicated people, which will help me to explore myself fully and realize my potential.

Experience

Company Name	Designation	Period From	Period To	No of years worked
Bigtapp India Pvt Ltd	Assistant Manager	Nov-23	Till date	
Sutherland Global Services	Associate Manager	Jul-23	Aug-23	2 months
Nippon Paint India Pvt Ltd	Assistant Manager	Jan-18	Jun-23	5.6 years
Career one solutions India Pvt Ltd Deployed at Nippon Paint India Pvt Ltd	Executive-Accounts	Jan-17	Dec-17	1 year
SKU Career services Private limited	Accountant	May-16	Oct-16	6 months
Career one solutions India Pvt Ltd Deployed at Saint Gobain India Pvt Ltd	Accounts Executive	Jun-14	Oct-15	1.5 years

Key Achievements in earlier roles

- ✓ Through Forensic accounting analysis for various expenses recovered 10 MINR and saved a future leakage of 30 MINR in a year
- ✓ Supported & completed Fixed asset module implementation for the entire company
- ✓ Supported & Completed Freight module implementation for the entire company
- ✓ Supported & Completed Segment reporting implementation

Roles & Responsibilities

- 1. Accounts Payable**
 - ✓ Review Invoice booking (PO/Non-PO), Weekly Payment processing
 - ✓ Approving new Vendor master creation & changes in existing codes
 - ✓ Vendor ageing analysis
 - ✓ Monitoring entire payable process of the company
 - ✓ Forensic Auditing of invoices and recovering false claims
- 2. Accounts Receivable**
 - ✓ Sales & billing review
 - ✓ Collection accounting & Bad debts accounting
 - ✓ CN/DN Issuance review,
 - ✓ Customer ageing analysis& Recovery plan
 - ✓ Credit Control for customers etc

3. **Employee Payroll**

- ✓ Payroll master details (Salary, attendance, other benefits, Statutory deductions & filing) review
- ✓ Reimbursement accounting review & payment
- ✓ Maintaining of employee's confidential master details
- ✓ Monthly payroll entries review (PLI, Gratuity, LTA etc)
- ✓ F&F settlements etc.

4. **Budget & Cost Control**

- ✓ Sales promotion & Advertisement budget Control
- ✓ Fixed asset budgeting and control
- ✓ Overheads such as Logistics, Admin expenses cost control
- ✓ Profitability Analysis with sales leaders etc

5. **Financial accounting**

- ✓ Monthly Financial Closing
- ✓ P&L and Balance sheet review
- ✓ Actual vs Budget analysis
- ✓ Accrual & prepaid, General ledger, Segment, Cost centre reclassification
- ✓ Asset accounting - Capitalization, Depreciation, Write off etc
- ✓ Vendor, Customer, Bank & Intercompany reconciliation

6. **Statutory Compliance External & Internal**

- ✓ TDS monthly computation and payment, Reconciliation review for GST
- ✓ Quarterly Filing of TDS and Providing certificates
- ✓ Agreement reviews & recommending for approval (Contract)
- ✓ Statutory & Interim audit Co-ordination with schedules and resolving the points raised by the auditors, Income tax/GST officials
- ✓ Framing/Review of Internal financial SOPs, SLAs & Policies
- ✓ Coordinating and reviewing Delegation of authority (DOA) etc

7. **Special Activities**

- ✓ Automating and implementing modules and solutions in SAP
- ✓ Training new employees in accounting & finance functions
- ✓ Finance shared services setting up (FSSC), Centralization of accounting Activities
- ✓ Market/Trend & historical analysis for future sales estimates

Academics

QUALIFICATION	INSTITUTION / UNIVERSITY	YEAR	PERCENTAGE OF MARKS
B.com (C.S)	Guru Nanak College	2011-14	80% First class with distinction
HSC	BMHSS	2010-211	91%
SSLC	BMHSS	2008-09	78%

I hereby declare that the above-mentioned details are true to the best of my knowledge and belief.

Place: Chennai
Date:

with Regards,
Vignesh. R