

CURRICULUM VITAE

ANEESH KUMAR K.K

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Visa Status: Visit Visa

Marital Status: Married

Address : 201, NMC Building, Al Nadha, Sharjah.

Passport no: M9449297, Nationality: Indian



OBJECTIVES

Intend to achieve new heights conceiving new strategies and by using my creative and vibrant skills and knowledge, in an efficient and responsible manner in a reputed Organization that gives me scope to update my knowledge and skills in accounting field and to be a part of a team that dynamically works towards the progressive growth of the organization.

WORK EXPERIENCE (From July 2006 to July 2020)

OCT 2018 – PRESENT	Chief Accountant, ST. George Hotel LLC – Dubai, UAE
DEC 2016 – SEP 2018	Chief Accountant , Admiral Plaza & Gateway Hotel LLC – Dubai, UAE Atana Group of Hotels
MAY 2011 – NOV 2016	Senior Accountant, Lotus Hotel Apartments & Spa – Dubai, UAE Lotus Hospitality (Group of Hotels)
JAN 2009 – APRIL 2011	Accountant cum office Administrator, Hanover International General Trading LLC – Sharjah, UAE
MAR 2007 – OCT 2008	Accountant Assistant , Muthoot Finance-Delhi, INDIA
JULY 2006 – JAN 2007	Audit Assistant, Mohan & Mohan Associates, Chartered Accountants, Calicut, India

KEY COMPETENCIES

- Certified Financial Professional, worked as a Chief Accountant, Cost Controller, Internal Auditor, Accounts Officer
- 13+years of Experience in the Field of Finance & Accounts, Cost Control, Purchase and Inventory Control, Payroll , Budget Management
- Specialized in VAT, DTCM & Municipality Taxes & audit.
- Expert knowledge in Financial & Management accounting.
- Specialized in Treasury Management, credit control and debt collection, Revenue cycle Management , Internal Audit, Cost & Budget Management, Inventory & Fixed Asset Management.
- Implemented various software like IDS, Pro-logic, Tally ERP Systems.

- Specialized in implementing bar-coding system & asset tracing management.
- Maintains the properties overall accounting and financial management requirements.
- Preparing and reviewing annual budgets, monthly forecast, operating results.
- Able to assists proactively with cost control requirements.
- Liaison with Bank regarding all account matters.
- Ensure Property Policies are administered fairly and consistently.
- Preparation of Bank Related documents & communication with the concerned Party.
- Achieves and exceeds goals including performance goals, budget goals, team goals.
- Promote teamwork and quality service through daily communication and coordination with all departments.
- Provide mentoring, coaching and regular feedback to help manage conflicts
- Ensure disciplinary procedures and documentation are completed according to hotel standards.

ACADEMIC QUALIFICATION

- Bachelor Degree in Commerce (B.COM) from Calicut University, Kerala- India, (2004).
- Diploma in Computer Applications (DCA) with MS-Office (Word, Excel, Outlook & Power point) from institute of computer technology – Kerala, India.
- Diploma in Accounting packages (Tally) from NICA, Calicut.
- Pre-Degree from Calicut University, Kerala- India, (2001).
- MBA from ICFAI-In Progress.

SOFTWARE SKILLS

Accounting package :Pro-logic, IDS, Tally 6.3, 7.2, 9, Tally ERP9& Peachtree, Visacc.
Programming Languages :Oracle basics.

Languages Known : English, Hindi, Tamil and Malayalam (Mother tongue)

References: Will be given on request

I hereby declare that the above furnished information are true and correct to best of my knowledge.

Aneesh Kumar. K.K.

Dubai.
