

Ganeshkumar Pillai

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PROFESSIONAL

Financial Accountant skilled in statement preparation reporting and data analysis well-rounded accounting support. Prioritizes and multitasks to achieve multiple demands within deadlines. Flexible and adaptable for responsive accounts assistance in changing environments

SKILLS

- Accounts Payable & Receivable
- Self-Motivated Professional
- VAT Filing
- Strong Communication
- Budgeting & Forecasts
- Variance Analysing
- Financial Statements
- Cashflow
- Tax Law Understanding
- Account Operations Professional
- ERP (Enterprise Resource Planning)

SOFTWARE SKILLS

- TALLY Prime
- Quick Book
- Sage
- SAP
- Focus
- Telnet
- People Soft
- MS Excel
- MS Word
- Google Sheet
- Outlook
- Gmail

WORK HISTORY

Servotech Pharma Impex Pvt. Ltd.

At present working as Accounts Manager Period August 2024. (Mumbai / Umm Al Qwain)

E-Store Global LLC – (Insurance Trading, Travel & Tourism) Dubai, UAE.

Working as Senior Accountant Period 2023-24

- Preparing monthly bank, creditors & debtors reconciliation.
- Accurately documented all cash, credit, accrued expenses.
- VAT filing on FTA portal.
- Investigate budget variances to identify causes and suggest corrective action.
- Create quarterly and yearly profit and loss, balance sheets to track financial trends and performance.
- Maintained strict confidentiality over employee data in compliance with internal policies.

Digitantra LLC- (I T Support & Services, Mobile Gaming, Ad Campaign, Digital Mktg, etc) Dubai / Mumbai

Worked as Manager Account & Finance. Period 2019-2023 (Hybrid)

- Complying with all company, Local, State and Federal accounting and financial regulations
- Compiling, analysing and reporting financial data.
- Creating periodic reports such as balance sheets, profit and loss statements etc.
- Presenting data to investors and other entities
- Maintaining accurate financial records
- Performing audits and resolving discrepancies
- Assisting management in the decision-making process by preparing budgets and financial forecasts

Ethinos Digital Marketing Pvt. Ltd (Social Media, Digital Marketing & Advt.) Mumbai, India.

Worked as Sr. Manager Accounts & Finance. Period 2017-2019

- Review bookkeeping and management accounts to achieve clear and correct reports.
- Follow up with UBR, monthly closing of billing activities, etc.
- Manage daily finance services for smooth business operations.
- Reduced annual business expenditure through careful expenses monitoring.

Al Abbas Group (Dubai) – (Furniture Trading, Sharp Electronics Distributor, Service, Real Estate) Dubai, Muscat.

Worked as Senior Accountant. Period 2014-2017

- Manage day to day activities and petty cash transactions are recorded on daily basis.
- Direct internal and external audits to ensure compliance.
- Ensure the accuracy of the provisions and accruals on a monthly basis.
- Prepare monthly payroll and record in the financials accordingly.
- Monitoring BRS, Cheque registers, insurance charts & other tally entries.
- Verifying, allocating, posting and reconciling accounts payable and receivable.
- Review and recommend modifications to accounting systems and procedure.
- Ensure that all accounting transactions are supported with valid and legal docs.

Nazara Technologies FZ-LLC (Dubai)- (Mobile Gaming, VAS, & IT) Dubai, UAE.

Worked as Accountant. Period 2012-2014

- Fiscal reporting activities for the organization including profit and loss statements, balance sheet reports, cash flow projections for use by management, MIS reports.
- Oversee the coordination and activities of independent auditors ensuring all audit issues are resolved and all compliance issues are met, and the preparation of the annual financial statements is in accordance with required supplementary schedules and information.
- Ensure adequate cash flow to meet the organization's need, Monitoring of budgets and cost analysis.
- Daily HR and Admin work also preparation of monthly salary payroll
- Preparing RTGS/NEFT for fund transfer, bank correspondence,
- Reconciliation of Debtors and Creditors Handling Petty Cash.

Oriental Group (Bahrain) – (Real Estate, Facility Management, Hotel, Catering, Constructions, Printing Press) Manama.

Worked as Senior Accountant. Period 2009-2012

- Verification / checking all transactions recorded in the system cash, payables and receivables.
- Monthly and Annual adjustment accounting internal subsidiary company
- Leading collection of receivables from clients (through Weekly meeting)
- Check invoices and validates payment vouchers submitted by Accounts assistant.
- Prepare Monthly quarterly and annual financial reports.
- Review bank reconciliation statement.
- Managing and monitoring the actual project costs incurred and compare it by the estimated.
- To ensure monthly closing is done before the 15th of the next month.
- Any other matters assigned by Group CFO

Patni Computer Services Ltd. (Capgemini)- (Information Technology, Service, IT Solutions & Support) Mumbai.

Worked as Account Officer. Period 2008-2009.

- ✦ Handling Global Billing Team members with whole billing process, i.e., from Field manager submitting Time Sheet in CORMIS, reconciling Time sheet efforts with the PeopleSoft data, running interface, creating Performa invoice, sending for approval, follow up for approval, after approval, creating final invoice, Follow up with UBR, monthly closing of billing activities, etc. Dispatching invoices through e-mail to vendors, Field Managers etc. as per predefined mode. Resolving queries of vendors, FM, etc. Accounting Package PeopleSoft

EDS an HP company- (Computer Mfg, BPO, IT Solution, IT Support) Mumbai, India.

Worked as Advance Accountant. Period 2005-2008.

- ✦ AP Help Desk - Inquiries and Problem Resolution – The tasks in this section are related to AP support functions for end users and vendors. Escalates system related issues to client's technical support group. Research and resolve issues

between purchase orders and invoices. Provide supporting documentation for audit. Reconcile vendor statements research and correct discrepancies.

Eirich Transweigh India Pvt. Ltd.- (Machine Manufacturing, Moulding, Dye, Engg.) Mumbai, India.

Worked as Account Assistant Period 2000-2005

- Managing all day-to-day activity from petty cash to fiscal reporting activities for the organization including profit and loss statements, balance sheet reports, **TDS, Service Tax, P.T, Excise** etc. cash flow projections for use by management
- Handling day-to day accounting operations and financial transactions
- Preparing MIS reports and other analyses on regional basis

Alruquee Industrial Mktg & Trading Est. (Industrial Mktg, Trading & Cont. Co, Imp & Exp) Al Khobar, Saudi Arabia

Worked as Junior Accountant. Period 1995-1999.

- Cash and Banking Transactions, BRS, Letter of Credit, Documentation.

Gitanjali Gems Ltd.-(Jewellery and Diamond Mfg, Import & Export) Mumbai India

Worked as Account Assisstant Period 1991-1995.

- Bookkeeping, Petty Cash, Cash, Bank, assisting to senior accountant

EDUCATION

Bachelor of Commerce from *University of Bombay*, 04/1989 -03/1991. **Mumbai. India.**

MBA Finance from **Madurai Kamaraj University**, 02/2006 – 04/2007 **Mumbai, India.**

Tally Graduate from **Raj Computer Institute**, six months course. **Mumbai, India.**

GST Training certificate 2017. Mumbai, India.

AWARD

Star Award Certificate from **Patni Computer Service.2009. Mumbai, India.**

LANGUAGES

<u>English:</u>	<u>Hindi:</u>	<u>Marathi:</u>	<u>Tamil:</u>	<u>Gujarati:</u>	<u>Malayalam:</u>
Fluent	Fluent	Fluent	Fluent	Elementary	Elementary

PASSPORT DETAIL

- Passport Number : P6548818
- Place of Issue : Mumbai, Maharashtra.
- Date of Issue : 19-01-2017
- Date of Expiry : 18-01-2027
- Nationality : Indian.

PERSONAL DETAIL

- Place of Birth : Malad , Mumbai, Maharashtra.
- Native Place : Nagapattinam, Thanjavur, TN.
- Studied School : St. Joseph's English High School.
- Studied College : K.G Mittal College of Management & Science.

Signature:- _____

