



INDIA



30<sup>th</sup> June 1988



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## Veerananarayana K.

Senior Accountant  
GBH International Contracting  
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### Veerananarayana K.

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UAE Residence Visa  
Validity : 09-NOV-2023



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Validity : 08-DEV-2023

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# Sr.ACCOUNTANT



## CAREER OBJECTIVE

Highly detail-oriented, certified and expert accounting professional with over 6 plus years of experience in the field. Working knowledge of accounting procedures and extensive experience in maintaining general ledgers, documenting financial reports, and advising team on the procedures. Effective team leader with outstanding interpersonal and communication skills.



## ACADEMICS

- **Master of Commerce** \2010  
Acharya Nagarjuna University, Andhra Pradesh, India
- **Semi-Qualified CMA** \2010  
Institute of Cost Accountants of India
- **Bachelor of Commerce** \ 2008  
Acharya Nagarjuna University, Andhra Pradesh, India



## WORK EXPERIENCE:

### Senior Accountant \ 2018 – Present

#### GBH International Contracting LLC, Dubai

- Set up and improved accounting systems and processes to meet business needs and maximize effectiveness of operations.
- Preparing monthly Financials like Trial Balance , Profit and Loss Account,Balance Sheet and Cash Flow Statement.
- Performing in Accounts payable function for construction Expenses and managing fund management
- Supported monthly general ledger closing activities, including preparing journal entries and reconciliations.
- Verification of LPOs and Extension of Payment Terms of Creditors
- Preparation of LC Applications and Extension of LCs same time follow up with Swift copy from Banks and preparation of LC TR.
- Performing in Asset verification and Reconciliation as Head office record.
- Bank Reconciliation with Bank Statement as per time manner.
- Gathered and analyzed employee cost, department and company-wide financial Information.
- Prepared financial statements, cash flow statements and consolidations after reconciling general ledger accounts.
- Completed monthly payroll and maintained employee records.
- Day to day Accounting, Handling of Vendors Payments and MIS Report.
- Maintenance of Petty Cash and reconciliation cash and Credit Payments.
- Intercompany Accounts Reconciliations with monthly basis.
- Calculated VAT owed, prepared and submitted returns, and upheld compliance with all applicable laws.
- Completed year-end closing processes with controllers and external auditors.



## LANGUAGES

- English
- Hindi
- Telugu



## COMPUTER SKILLS

- Microsoft Excel
- Microsoft Word
- e-Promis ERP
- Tally ERP 9
- Focus ERP
- Finacle
- FoxPro based



## TRAININGS

- **Information Technology Training**  
Institute of Chartered Accountants of India, Hyderabad Chapter
- **General Management and Communication Skills Training**  
Institute of Chartered Accountants of India, Hyderabad Chapter
- **UAE VAT Training**  
Institute of Chartered Accountants of India, Dubai Chapter

## UAE DRIVING LICENCE

Validity Date:19-NOV-2023



## WORK EXPERIENCE

### Project Accountant (2015 – 2017)

#### Gulf Business House International Contracting LLC, Abu Dhabi

- Monitored and coordinated project information relating to the finances of the organization both before, during, and after bringing projects to completion.
- Created earnings and revenue reports to identify areas for improvement as well as errors that can be avoided in the future.
- Oversaw project setup completion in the accounts system to ensure seamless financial operations throughout the duration of every project.
- Coordinated with project managers to ensure all documentation was financially sound and orders were complete.
- Maintained diligent records of projects including regular billing, expenses, and other documents in electronic format whenever possible.
- Investigated differences between various projects to determine where operations could be improved and how clients could be better served in the future.
- Oversaw monthly financial projections and ensured they were in line with the goals of different projects
- Analyzed project profitability and reported findings in electronic format to management

### Accountant (2012 – 2014)

#### Sri Tirumala Constructions, Hyderabad

- Entered financial data into company accounting database for verification and reconciliation, maintaining accurate and current accounts at all times.
- Gathered, evaluated and summarized account data in detailed financial reports.
- Managed and responded to all correspondence and inquiries from customers and vendors.
- Streamlined daily reporting information entry for efficient record keeping purposes.
- Matched purchase orders with invoices and recorded necessary information.
- Processed payroll for employees each month, including commissions, taxes, time off and healthcare benefits.

### AUDIT Assistant (2008-2011)

#### M/s Sagar & Associates, Hyderabad

- Entered financial data into company accounting database for verification and
- Evaluated program objectives and processed related regulations to complete thorough audits.
- Created written reports and oral presentations based on compiled data to communicate audit results to upper management.
- Prepared working papers, reports and supporting documentation for audit findings.
- Identified control gaps in processes, procedures and systems through in-depth research and assessment and suggested methods for improvement.
- Drafted complete annual audit reports including all footnote disclosures.
- Discovered major instances of fraud, embezzlement and large balances due.
- Performed audits of Government Entities such as BSNL, NREGS, BHEL, India Govt.
- Mint & Security Printing Press.
- Bank Audits of State Bank of India, Bank of India, UCO Bank, Syndicate Bank &
- Oriental bank of Commerce.