



# MANIKANDAN RADHAKRISHNAN

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## Objective

To work with a professional group that will utilize my knowledge and skills towards the contribution to the success of the company. I wish to utilize my proficiency in principles of accountancy and computer application like Tally, Sap & Oracle towards effective performance of my duties.

## Experience

- LG-FMCG Trading LLC (Lals groups)**  
Credit controller ( Accounts Receivable Department & Intercompany Ledger Reconciliation)  
DUTIES AND RESPONSIBILITIES.  
  
Dynamic software 365 Outlook.  
  
. Preparation of Credits Customer Accounts submit to Finance Manager.  
. Preparation of Monthly sales reports and consolidated sales reports.  
. Preparation of Provisions of Discount and shelf rent reports.  
. Preparation of Monthly customer Ageing Reports.  
. Preparation of Bank Reconciliation statement  
. Preparation of Cash Reconciliation statement  
. Expected and Actual collection reports monthly submitting to Finance Manager.  
. Responsible to keep a track of all PDC Receivables.  
. Preparation of Intercompany Reconciliation report submitted by Monthly basis.  
. Preparation of Account payable & Account Receivable leder Reconciliation report submitted by Monthly basis.  
. Preparation of Wps Payroll process ( Monthly salary process for Employees).  
. Responsible for Monthly account closing and passing necessary journal entries.  
. Preparation of Trial Balance Report and submit to CEO.  
. Interacts with Internal and External auditors in completing Audit Reports.  
. Preparation of Value Added Tax Report Submission on Quarterly Basis.  
. Preparation of all Provisions for Leave salary, Gratuity & Air passage.
- Al jadeed Bakery LLC (Al Hathboor groups LLC)**  
ACCOUNTS RECEIVABLE CONTROLLER & WPS PAYROLL PROCESS (Software Application - Erp Oracle R12 Financial)  
  
DUTIES AND RESPONSIBILITIES.  
  
. Preparation of 7Bucket Ageing reports.  
. Preparation of Monthly sales reports and consolidated sales reports.  
. Preparation of Provisions of Discount and shelf rent reports.  
. Preparation of Monthly customer Ageing Reports.  
. Preparation of Bank Reconciliation statement  
. Preparation of Cash Reconciliation statement  
. Expected and Actual collection reports monthly submitting to CEO.  
. Responsible to keep a track of all PDC Receivables.  
. Preparation of Wps Payroll process ( Monthly salary process for Employees).  
. Responsible for Monthly account closing and passing necessary journal entries.  
. Preparation of Trial Balance Report and submit to CEO.  
. Interacts with Internal and External auditors in completing Audit Reports.  
. Preparation of Value Added Tax Report Submission on Quarterly Basis.  
. Preparation of all Provisions for Leave salary, Gratuity & Air passage.
- Marvel Aluminum and Glass industry LLC**  
Senior Accountant  
DUTIES AND RESPONSIBILITIES.  
  
. Preparation of Fund plan report.  
. Preparation of Monthly customer and supplier Ageing Reports.  
. Preparation of Bank Reconciliation statement  
. Preparation of Cash Reconciliation statement  
. Responsible to keep a track of all PDC Receivables.  
. Preparation of Wps Payroll process ( Monthly salary process for Employees).  
. Responsible for Monthly account closing and passing necessary journal entries.  
. Preparation of supplier payment details reports

- . Preparation of Value Added Tax Report Submission on Quarterly Basis.
- . Preparation of monthly income statement report.
- . interacts with internal and external auditors in completing audit report.

04.03.2012 - 31.12.2016

## • Royal Concrete Products LLC (UAE)

Accountant

DUTIES AND RESPONSIBILITIES.

- . Invoices from the company vendors.
- . Maintaining cash flow statement, petty cash and subsidiary books.
- . Preparation of cheque preparation set company vendors.
- . Preparation of Accounts payables collection pending reports.
- . Preparation of Bank reconciliation statement.
- . Preparation of Cash flow statement and Funds flow statement.

## Education

### • Madras University

Bachelor of commerce

2009

### • Madras University

Master of Business Administration  
Corresponding course

2022—

## Skills

- . Dynamic outlook Software (365)
- . • ERP Oracle R12 Financial.
- . • SAP R/3 • ERP Package- Tally 9.0 • QuickBooks • Working Knowledge of Various Accounting Software.
- . • Vlookup • Pivot Table • MS Office.

## Activities

- Playing Cricket

## Languages

- English, Hindi, Malayalam, Tamil

## Additional Information

- Date Of Birth 17.10.1987
- Nationality Indian
- Passport Number T3276537
- Contact Number 0556397466
- UAE Driving License. Progress (RTA parking test process)

## DECLARATION:

I hereby declare that the information furnished above is true and complete to the best of my knowledge and belief.



MANIKANDAN RADHAKRISHNAN