

MUNISHWARAN KRISHNAN

ACCOUNTANT



PERSONAL INFO

📞 +971 -0501766373

✉ munish.ragavan@gmail.com

Location: Dubai _Rashidiya

D.O.B: 05-05-1988

Nationality : Indian

Married Status : Married

SKILLS

- 🔧 Accounts payable
- 🔧 Accounts receivables
- 🔧 Invoicing
- 🔧 Bank reconciliation
- 🔧 Vat filling
- 🔧 Tax Preparation
- 🔧 Financial statements
- 🔧 Ms-office
- 🔧 Microsoft excel

EDUCATION

2005-2008

Bachelor of Science (Maths)
Alagappa University, Tamil nadu

SOFT EXPOSURE

- 💻 SAP(FICO-MM)
- 💻 TALLY 9.0
- 💻 PGDCA,DWT,DTPI
- 💻 Working Knowledge of various Software's for Erp.

PASSPORT DETAILS

Passport No : W9603739
Issue Date : 07-02-2023
Expiry Date : 06-02-2033
Issued Place: Madurai (TN)

Accounting skills enable you to manage financial transactions accurately and ethically, analyze financial data and generate financial reports. These abilities include knowledge of generally recognized accounting concepts, proficiency in mathematics, and data analysis.

EXPERIENCE

2023-Present

Accountant

Grand tree Cleaning Service LLC, Dubai

Software: Tally Erp9.0

- * Oversee every accounting transaction.
- * Maintain an organized record of every company transaction.
- * Keep up with bank reconciliation and petty cash.
- * Calculate taxes and put together tax returns.
- * Ensure that bank accounts and credit card statements are reconciled
- * Handle the profit and loss statement and balance sheet.
- * Prepare and evaluate the accounts payable and accounts receivable.

2021-2023

Finance Executive

James &co, Ramanathapuram, Tamilnadu

Software: SAP

- * Ensuring compliance and monitoring financial performance metrics
- * Receiving and responding to approvals and notifications
- * Accurately documenting all daily transactions
- * Dealing with invoices and transactions.
- * Present an overview of the company's financial health and liquidity

2019-2021

Accountant & Hr Executive

Applus Arabia co. KSA

Software: SAP, TALLY

- * Keeping employee date up-to-date.
- * Conducting the process of reviewing employee's performance
- * Manage staff/worker's resignation and termination processes.
- * Organized training programs and department meetings.

2011-2019

Accountant & Billing Executive

Estee Transways, Sriperumbudur, Tamilnadu

Software: Microsoft Dynamics NAV2016 Classic with SQL Server Based

- * Tracking deliveries, coordinating distributions, negotiating rates for accounting and book Keeping, and creating freight bills for consignment notes
- * Creating invoices and updating accounts for clients is part of customer billing.
- * Prepare and evaluate the accounts payable and accounts receivable
- * Contacting past due customers to determine reason and collect payment for invoice, sending out duplicate invoice where necessary
- * Maintaining accounts and records under the GST-Stock Register, which include input tax, credits availed, output tax payable and paid, and any other details prescribed.
- * Completed administrative duties, including document uploading and retrieval
- * Prioritized order security, accuracy and on-time pickup and delivery
- * Negotiated delivery rates with drivers while meeting corporate revenue objectives

2009-2011

MIS EXECUTIVE & STORE KEEPER

CEVA LOGISTICS PVT LTD, Sriperumbudur, Tamilnadu

Software: DLX (Web based WMS).

- * Planning, monitoring and supervising the receiving, handling, storage, preparation, delivery and dispatch of products and orders.
- * Create Purchase orders and update in the SAP System
- * Ensure that the minimum inventory stock is adequate to support production operations.
- * Making MIS reports on a monthly basis.
- * Planning and processing incoming materials for production in a timely manner
- * MIS reporting, system entries, and document filling for dispatch, receiving, transfer of stocks, and new procurement.