# RAMSUKH YADAV

## SENIOR FINANCE & ACCOUNTS MANAGEMENT PROFESSIONAL

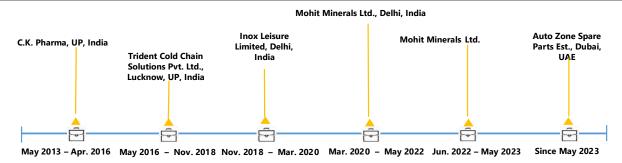
RESULTS-DRIVEN FINANCE PROFESSIONAL WITH 10+ YEARS OF EXPERTISE IN FINANCE AND ACCOUNTS MGT.

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Dynamic and accomplished Finance and Accounts professional offering exceptional leadership across diverse industries. Successfully navigated financial complexities in ensuring accurate monthly closing, expense analysis, and timely payments, contributing to financial integrity. Spearheaded the management of key accounts, orchestrating lucrative partnerships with high-revenue corporate clients, resulting in sustained business growth.

## PROFESSIONAL JOURNEY



# **PROFILE SYNOPSIS**

- Proven track record in leadership, strategic financial management, and compliance showcases a professional with a commitment to driving financial excellence.
- Successfully managed key accounts and finance with highrevenue corporate customers, including title companies, lenders, appraisers, investors, marketing firms, and government entities.
- Proactively identified opportunities for process improvement within the finance and accounts function, driving efficiency and effectiveness.
- Recognized for identifying opportunities for process enhancement, driving efficiency and effectiveness in finance and accounts functions.
- Fostered effective collaboration across cross-functional teams, playing a pivotal role in achieving key business objectives and promoting a culture of teamwork.
- Demonstrated effective team leadership by supervising the finance and accounts team, providing guidance, and ensuring accurate and timely completion of financial tasks.

# **ACADEMIC DOSSIER**

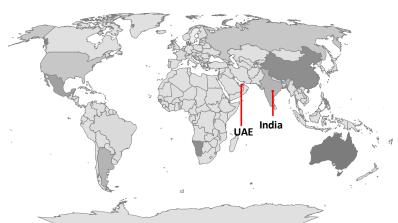
- MBA | Swami Vivekanand Subharti University, Meerut, UP |
- **B.Com.** | DDU Gorakhpur University Gorakhpur U.P | 2013

#### **IT SKILLS**

- CCC (Course on Computer Concepts)
- Tally (Tally Prime, Tally ERP9)
- MARG (MARG (ERP9 Plus)
- SAP (SAP FICO Module (R/3 EE 4.7)
- NAV (Microsoft Dynamics Navision)
- **ORION** (Orion Software Services)



### **GLOBAL EXPOSURE**





### CORE COMPETENCIES

General Ledger

Accounts Payable

Accounts Receivable

Accounting & Taxation

Goods & Service Tax (GST)

Value-added Tax (VAT)

Month-End Closing

Year-End Closing

**MIS Preparation Financial Reports** 

Team Management

Spreadsheet Proficiency

## A PERSONAL DOSSIER

Date of Birth: 11th March 1993 Language Known: **English and Hindi** 

Nationality: Indian Marital Status: Unmarried

Passport No & Validity: V3606202; 28-10-2031 Emirates ID: 784-1993-2758099-1

Ramsukh Yadav 

Curriculum Vitae 

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### Auto Zone Spare Parts Est., Dubai, UAE ▶ Assistant Manager – Accounts

May 2023 - Present

- Leading the monthly closing of accounts, orchestrating the preparation of the Management Information System (MIS), and executing
  provisions during month-end closing.
- Conducting in-depth analysis of expense variances to ensure financial accuracy and efficiency.
- Supervising accounts payable, maintaining the general ledger, and enforcing compliance with company policies, systems, and procedures.
- Directly managing the accounts receivable department staff, setting and enforcing regular weekly and monthly deadlines for payment processing, and generating regular reports, including Aging Reports, at specified intervals.
- Engaged in collecting payments, ensuring timely settlements, and conducting follow-ups on outstanding amounts with customers.
- Overseeing the seamless processing and organization of bills, records, and invoices, ensuring stringent compliance with legal standards.
- Expertly handling taxation responsibilities, including the preparation of VAT return files, rigorous scrutiny of invoices from vendors and customers, and meticulous reconciliation of VAT with books.
- Providing routine clarifications, offering assistance to various departments on VAT matters, and resolving queries and issues raised by vendors and customers.

#### Mohit Minerals Ltd. (on payroll of JCSS Management Consulting LLP) ▶ Associate

Jun. 2022 - May 2023

- Successfully implemented a robust system to track and manage the company's financial expenditures, maintaining a comprehensive database, and delivering reports promptly upon management requests.
- Supervising accounts payable, maintaining the general ledger, and enforcing compliance with company policies, systems, and procedures.
- Standardized procedures to optimize in-house efficiency, developed internal templates for streamlined operations, and actively engaged with vendors for seamless communication.
- Demonstrated expertise in the analysis of Tax Deducted at Source (TDS) applicability, ensuring accurate deductions as per Income Tax and Double Taxation Avoidance Agreement (DTAA).
- Effectively documented lower rate certificates under Section 197, monthly verification, and timely payment of TDS and Tax Collected at Source (TCS) amounts.
- Handling TDS and TCS data, resolved errors, and provided Form 16 and 16A to employees and vendors. Reconciled TCS on a monthly and annual basis with sales and sales returns.
- Ensured meticulous reconciliation of Form 26AS with company books and making necessary adjustment entries.
- Expertly managed Goods and Services Tax (GST) return filing (GSTR1 & 3B), reconciling GSTR 2A & 2B with books, and conducted ledger scrutiny to ensure proper booking.
- Handled documentation for notices related to GST registration of group companies, providing routine clarification, and assisting various departments in GST matters.
- Resolved queries and issues raised by vendors and customers related to GST matters and coordinated with vendors for the timely deposit of GST to ensure timely availability of GST input.
- Oversaw the generation of E-way bills, E-Invoice, and verifying invoices for accuracy and compliance.

#### Mohit Minerals Ltd., Delhi, India ► Assistant Manager - Accounts

Mar. 2020 - May 2022

- Spearheaded financial oversight and compliance management, playing a leadership role in meticulously supervising the Accounts Payable.
- Ensured stringent adherence to company policies, systems, and procedures, executed with precision and timeliness.
- Expertly managed the reconciliation of Accounts Payable (AP) and General Ledger (GL), monitoring advances of vendors and employees, and ensuring prompt vendor payments post-tax deductions.
- Maintained a comprehensive database of the company's financial expenditures, delivering reports to superiors upon request.
- Effectively supervised the accounts receivable team, establishing regular weekly and monthly deadlines for payment processing and generating reports for insightful forecasts on payment flow.
- Demonstrated expertise in direct and indirect taxation through strategic analysis of Tax Deducted at Source (TDS) applicability and precise deductions as per Income Tax and Double Taxation Avoidance Agreement (DTAA).
- Proficiently managed the documentation of lower rate certificates under Section 197, conducted monthly verification, and ensured timely payment of TDS and Tax Collected at Source (TCS) amounts.
- Spearheaded efficient filing of Goods and Services Tax (GST) returns (GSTR-1 & 3B), reconciled GSTR-2A & 2B with books, and scrutinized ledgers to ensure proper booking.
- Skillfully managed documentation for notices related to GST registration of group companies.
- Led the generation of E-way bills, E-Invoice, and diligently verified invoices for accuracy and compliance, contributing to seamless GST compliance.

