

Sadheesh Pandalaghat.
B-104, Al Ibrahim, Karama,
Dubai-43377.



Contact No: 0506759375

Email: sadheeshpalakkad@gmail.com

+Summary-17+years' Experience in Financial Accounting with my job profile as follows.

Experience in United Arab Emirates- 4 Years
Experience in India - 14 Years.

Worked with Trevin General Trading LLC, Dubai.

Accounts Manager (03/2020- 12/2023)

- 1- Preparation of Financial statements.
- 2- Accounts Receivables & Payables ageing, Vendor Management, Contracts.
- 3- Budgeting & Variation Analysis.
- 4- Filing of VAT Return.
- 5- Bank Reconciliation & LC Documents
- 5- Co- ordination with Banks, Auditors & Other Departments.
- 6- Monthly & Yearly Closing of Books & MIS
- 7- Corporate Tax

Past Working Experiences. (India)

Assistant Manager, Accounts (Feedback Infra Pvt Ltd, Delhi) (10/2009-19/2019)

Supervised a team with the following Financial / Accounts activities. (Specialized in P2P-AP Vendor Management Module)

- 1-Vendor Module Management
- 2- Accounts Payable Controls & Bank Reconciliations
- 3- External & Internal Audit Control
- 4- Taxes, Deposits & Returns (Service Tax, GST, TDS)
- 5- ERP implementation (MS Dynamics 365)

Accountant, (04/2005-09/2009) (Desmania Design Pvt Ltd, New Delhi, India)

1- Independently managed all accounts till Finalization of Balance Sheet.

Accountant, (01/2004-03/2005) (Manilas Group of Companies, Kerala.)

1- Independently managed all accounts till Finalization of Balance Sheet.

Audit Assistant.

Worked with a Chartered Accountants Firm (M/s Mahadevan & Sivarajan Chartered Accountants) as an Audit Assistant (1998-2004)

Bank Audits, Insurance Audits, Finalization of Accounts for various Companies)

Education

Commerce Graduate (1996)- University of Calicut, Kerala , India.

Skills & Softwares

Skills- Account management, Communication skills, Vendor Management, Budgeting.

Softwares-Tally, Quick Books, MS Dynamics.

Languages

English, Hindi,

+ Personal Details.

Date of Birth - 31/05/1976

Nationality - INDIAN

Marital Status - Married

Permanent Address: Pandalanghat House,
Mannalur PO, Palakkad Dt.
Kerala -678502

I hereby certify the above facts are true & Correct to the best of my knowledge & belief.

Sadheesh Pandalanghat.