

Ashok Maaruthi
☎ +91 9000014494
✉ saiashok86@gmail.com

DEPUTY MANAGER-ACCOUNTS/FINANCE & COMMERCIAL/CREDIT

Career Objective:

Motivated Post-graduate (M. Com) Professional with 13 years of experience, offering a strong work ethic and successful at managing multiple tasks and consistently meeting deadlines under pressure. Focused on Finance, Accounts, Commercial, Credit & Banking activities.

KEY ACCOMPLISHMENTS

- | | |
|------------------------------------|-----------------------------------|
| • Accounts Receivable (O2C) | • Accounts Payable(P2P) |
| • Core-Accounting & Finance(R2R) | • Revenue Recognition & Reporting |
| • Ageing of Debtors | • Cash Flow & Funds Flow |
| • General Ledger | • Direct & Indirect Taxes |
| • Oracle 11i & R12 & Tally ERP 9.0 | • Banking – BRS, LC and BG |
| • Maintain Customer relations | • Internal Audit support |

PROFESSIONAL SYNOPSIS:

1. M/s. SGB BRAND SAFWAY PVT LTD – Dy. Manager (Finance & Commercial)–Sep'15 to till dt.

SGB is a subsidiary of Brand Energy and Industrial Services (BEIS - United States), it is a leading supplier of Scaffolding Material & Manpower across India.

Roles and Responsibilities:

- Handling a team with more than 10 members and coordinating more than 25 sites across India.
- Generate & Control Customer Invoices in Oracle ERP
- Post Journal entries for Order to Cash(O2C) and Procure to Pay(P2P)
- Prepare monthly Revenue Accruals & analyze with actual Revenue.
- Revenue Recognition by doing Project wise and Customer wise analysis.
- Good exposure in Direct & Indirect taxes (TDS & GST Returns & Payments)
- Analyze invoice checklist and share to higher management on weekly basis.
- Daily co-ordinate with Site/Project teams to ensure the prompt Credit collection.
- Always being in touch with Business Development team to get the collection on time & Orders follow up.
- Ensure that billing for all India is happen smoothly and without any issues.
- Investigate and resolve the customer queries for secure payment.
- Reviewing the Debtors more than 90 Days and discussing with concern Business Heads for the action plan to reduce the DSO.
- Provide ad-hoc reporting as and when requested by management.
- Coordination with Internal audits.
- Review Work Orders / Sale Orders and identify the unbilled revenue.

2. M/s. SAI LIFE SCIENCES LIMITED – Sr. Executive (Finance) – Apr'14 to Sep'15.

It is a Pharmaceutical Company which established in 1999 and running successfully in the process of MEDCHEM, Manufacturing, Formulation, Process (R&D).

Roles and Responsibilities:

- Direct & Indirect Taxes (VAT/CST/TDS/PT) online payments & Returns Preparation
- Managed the departmental Audits.
- Coordinated within the Units to Provide Information for Various Returns filing.
- Assist in yearend Accounting.
- Preparation of Bank reconciliation statements.
- Preparation of Sales Invoices & also posting in Oracle ERP

3. M/s. MPR REFRACTORIES Ltd – Sr. Officer (Accounts) from April 2011 to Mar 2014.

MPR is a Brand for Refractory Bricks and Mortars. They are manufacturers of the Refractory Bricks, Vessels and Mortars.

Roles and Responsibilities:

- Monthly revenue accrual preparation
- Follow up the Debtors & resolve the pending issues.
- Bank works like Preparation of LC, BG and BRS
- Reconciliation of Bank, Debtors, Creditors
- Preparation of Monthly VAT and CST returns
- Single point contact for accounting, banking and all sales tax and TDS works.
- Effectively follow up of debtors and credit collection within the timeline

4. M/s. KPC PROJECTS LTD – Jr. Officer (Accounts) from Sept. 2009 to March 2011.

KPC is a Construction Company dealing government projects through online tenders.

Roles and Responsibilities:

- Prepare Quarterly Monitoring Report (QMR) for the quarter end basis to submit Bank.
- Bank Reconciliation on daily basis and prepare the Bank Position statement and submit to the management.
- Profession Tax, Vat & CST payments
- Preparation & Verification of Vouchers for Cash and Bank Payments & Receipts
- Maintain petty cash for day-to-day activities.

Educational Qualification:

Qualification	University/Board
M.Com	Osmania University

Other Technical Exposure (ERP):

- Good working knowledge in ORACLE (ERP – R11i & R12)
- Knowledge and experience in SAP (Business1)
- Learned & trained in SAP (Finance)
- Knowledge and experience in Tally ERP 9.0 and Access
- MS Office – Good working knowledge in Excel & Word

Awards & Achievements:

Best Supporting Officer in Commercial Role – INDIA – from SGB Brandsafway-2023

Hyderabad


(ASHOK MAARUTHI)