



Arun Kumar

Finance controller / Chief Accountant

To make a remarkable contribution towards the continued success of your organization, by delivering the highest standard of quality service, innovation and by fully dedicating my resources to achieve your firm's goals and objectives.

✉ arunachar86@gmail.com

☎ +971 555607399

WORK EXPERIENCE

Gulf Photo Plus LLC

Dubai, United Arab Emirates

JOB : Finance controller / Chief Accountant

02/2014 - Present

Events managements, Photographic classes and Exhibition gallery

- Finalize books of accounts, yearly management IFRS standard financial report, MIS report, Controlling debts & asset management (events office), Reconciliation of Cash Bank and trading transactions & update Permanent file, Investment Planings.
- Computation of VAT Liability & Preparation of Monthly VAT Returns & E filling.
- Events project reports with documents & finance management.
- Control over Administration team, WPS payroll system and Visa passport approvals.

Contact: Imraan Dudhia (General manager) +971 4 3808545

Puthran Chartered Accountants

Dubai, United Arab Emirates

JOB : Auditor

11/2011 - 02/2014

Accounts Audit firm certified with ISO 9001 and LEA global

- Computation and finalize of law-full audits of several contractors, Traders and service providers as per IFRS & ISO standard.
- Guidelines for clients area which causes negative & improvements.

Contact: Sunil Maindan +971 4 345 2006

BKR and Associates - Chartered Accountants

Bangalore, India

JOB : Auditor/Accountant

06/2008 - 10/2011

- Computation of VAT, Service Tax, TDS Liability Preparation of Monthly Returns & E filling.
- Taken the Responsibility of several Contractors and Traders accounting books writing different account software.
- Assisting in Annual Audit and Tax Process and Commercial Tax, Income Tax Activities and Bank audits.

Contact: Bharghava Thantri +91 2292526

CERTIFICATES

MICE - Manipal computer academy

- Microsoft office and Diploma in Computer Application

Winmen winman software

- VAT, TDS and Income Tax and Accounting softwares

Jetking Institutes

- Computer Hardware & Networking

Puthran management consultancy

- UAE VAT and Management systems

EDUCATION

Association of Chartered Certified Accountants - Dubai UAE

10/2013 - Present

Courses

- Advance Audit, Financial Management and taxation.

Master of Commerce

Mangalore University - India

04/2009 - 05/2011

Courses

- Advance Accounting, Finance, Banking and Human Resource Management

Bachelor of Business Management

Mangalore University - India

04/2004 - 05/2008

Courses

- Accounting, Banking, Business and Human Resource.

SKILLS

- Financial Analysis, Management Accounting, Asset Mgt. Audit Procedures, Payroll, Bank Reconciliations, Taxation Compliance, Financial Projections and Budgets & Cash Flows.

LANGUAGES

- English

- Hindi

- Kannada

- Tamil



INTERESTS

- Photography, Motor sports, forest trucking, Chess, puzzle games and traveling.

PERSONAL DETAILS

- Date of Birth : April 1st, 1986

- Nationality : Indian

- Married

DECLARATION

- I here by declare that the details furnished above are true and correct to the best of my knowledge.

Arun Kumar