**Rakesh Vollala Add: Hyderabad, India**

**Contact: +91 7702953879 E-Mail: vollalarakesh88@gmail.com**

Seeking assignments in corporate Tax accounts and Assisting for audits with a leading organization of repute!

**Profile Summary:**

* Accountant with 5 years’ experience in:

**Finance & Accounts **

**Auditing &Taxation**

* Expenses reporting and reconciliation
* Bank reconciliation and intercompany accounts management
* Budget creation, forecasting and analysis
* Accounts payables and accounts receivables
* Microsoft Office proficient, familiar with the flow charts, able to summarize the data in short span, speed classification skills.
* Preparing monthly, quarterly and annual financial reports, preparing the spreadsheet for Audits till finalization.

Remote Accounting (Work from Home):

* Well Tech Friendly using the new Software’s and accounting ERP’s
* Using Remote Desktop Connections for working the Client system
* Using Noise Cancellation Ear phone for communication
* Using Zoom Registered number to talk with the Clients in USA
* Using Desktop sharing apps like zoom, any desk, team viewer etc for group discussion
* Possess Good Communication skills in verbal and writing and Also Scored 6 band in IELTS Test
* Proven International experience in dealing with the clients with good feed back

USA Accounting and Taxation:

* Have One Season experience in filing US tax returns like 1040, 1065, 1020S
* Used Drake Software for filing the returns
* Have basic knowledge about the local accounting laws and payrolls
* Highly familiar with reconciliation of banking and accounting transactions
* Good user of MS office suite
* Have 5 years’ experience on accounting skills and calculations
* Have knowledge on IFRS accounting standards and US Accounting GAAPS

**Knowledge Purview:**

* IFRS for SMEs, Full IFRS and major Accounting Standards
* Compliance of GST and company audit reporting.
* Knowledge about complete accounting procedure till finalization and preparation of the tax compliance report.

**Previous work experience:**

**Presently on employment visa of old company, ready to join immediately:-**

May 2018 – May 2019Showtex Middle East FZC, as a Finance Accountant, Sharjah, UAE.

Jan 2018 – May 2018 HLB Hamt Consultants, as an External Auditor, Dubai, UAE

Aug 2015 – Sep 2017 M/s. Kothari Auditors, as Audit & accounts executive, Dubai (U.A.E.)

Nov 2013 - May 2015 Audit firms in India, as audit and accounts Trainee (Chennai & Hyderabad), India.

**Highlights**

* Demonstrated excellence in executing the audit operations as per IFRS for SMEs, regulations of different Free Zones & U.A.E. Company Law & Labour Law such as:
* Free Zone Companies (FZC), Holding companies.
* Limited Liability Companies (LLC)
* Involved in handling:
* Audits in the field of banks, construction, service, manufacturing & trading businesses
* Stock audit & stock inspection
* Maintained accounting records of the clients and providing monthly MIS to the management, budget analysis, forecast.

**Summary of work experience (May 2018 to May 2019) as Finance Accountant:**

* Accounting supervision of work done by accountants and petty cashier
* Preparation of the Vat summary reports as per the UAE vat regulations
* Assisting & guiding team for correction of accounting entries
* Customer and Supplier ledger verification and follow up for the payments and receipts
* Dealing with the insurance companies, external licensing & other statutory compliance
* Preparing excel spread sheets for the statutory audit reports including consolidation, arranging and preparing documents for the auditors
* Filing & submission of the vat returns as per UAE FTA regulations
* Reconciling the intercompany balances and raising invoices for the same
* Liaise with the purchase department, logistics department, sales department to meet the desired requirements from the finance team

**Summary of work experience (Aug 2015 to May 2018) as an Auditor:**

* Conducting external audits for the clients all around the UAE , Especially for the clients in saif zones and registered under LLC
* Preparation of financial statements for the companies audited and discussion of queries with the audit manager
* Detailed analysis of the trial balances of the client, making queries for the variance and obtaining reasons & documentation for the same
* Verification and vouching of the sales & purchase transactions, payroll summary, other legal and regulatory requirements
* Verification of the year end closing entries and guiding the accountants for the corrective entries
* Conducting year end stock count, making reports as per the company standards
* Conducting audits on the basis of IFRS for SMES and Full IFRS

**Education Qualification**:

|  |  |  |  |
| --- | --- | --- | --- |
| Particulars | Board of studies | Institution | Marks % |
| FEB 2015 – BCOM | Satavahana University | Chanakya Degree college | 86 |
| MAR 2012 – Intermediate | Intermediate Board | Sri Medha V | 92 |
| MAR 2010 – High school | Secondary Education | Kerala E/M High school | 94 |
| NOV 2015 | CA-IPCC | ICAI | --- |

**IT Skills:**

Microsoft Office – Suite – Advanced

Accounting software: Navision, Sage 300, Tally ERP 9, Online accountant Quickbooks.

Planning to take up the US CPA Course in near future.

**Personal Details**

Date of Birth: 4th February, 1995

Marital Status: Single

Nationality: Indian

Home address: Hyderabad, India.

Driving License: YES (Issued by UAE)

Languages Known: English, Hindi, Telugu

Malayalam.

Mail id: [vollalarakesh88@gmail.com](mailto:vollalarakesh88@gmail.com)

Phone no: +91-7702953879.

For any further information, you can catch me on my mail. I will reply immediately after I see the mail.

Please try my skills once, by giving me a chance….

Yours Faithfully,

Rakesh Vollala,

+91-7702953879.