## **MADHAV TENNETY**

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Visakhapatnam-530017

**CAREER OBJECTIVE**

Aim to grow up with the organisation and take-up challenging assignments by handling strategic positions in the field of Accounts Management. A gifted finance professional with strong analytical, communication, and interpersonal skills seeks to work as a Financial Analyst to provide accurate analysis and summarization of data from multiple sources.

**PROFILE SUMMARY**

* **Master’s Commerce (M.Com) with 10 years** of extensive experience in Finance and Accounts, Operations, Inventory & Supply Chain Management.
* Hands on expertise in **Accounts** and **inventory control process**.
* Excellent striking skills in logistical planning, Documents procedures & multi-tasking ofoperations.
* **Proven track** record and achieved “**0**” loss of EXIM goods as well as Inventory since last **10 years** and ensured **100%** Quality assurance to the organizations.

**Core Competencies**

* Financial Accounting
* SAP
* Commercial
* Communication
* Institutional Sales
* Inventory Management
* MIS Reports
* Negotiation
* LSCM
* Team Leadership
* Negotiation
* Customs
* Corporate Finance
* Relationship Management
* Strategy Development
* Risk Management
* Performance Optimization
* Effective Communication
* Concept Implementation
* Documentation & Reporting

**TECHNICAL QUALIFICATIONS**

* Packages : MS-Office, Tally ERP 9.0, **SAP FI,MM and SD (End User)**
* Operating System : XP, 2000, 7, 8, 10

**PROFESSIONAL EXPERIENCE**

1. **GEMINI EDIBLE AND FATS INDIA PVT LTD FEB 20 17 to Till date**

**Gemini Edibles and Fats India Pvt Ltd** is one of the largest Palm plant in world and ranks amongst the top 3 in Manufacturing and marketing of Edible Oil & Fats. It is conglomerate with Sinarmas Group has an annual crude palm capacity of 8000 MTPA.

**Roles and Responsibilities:**

* Provide robust modeling and reporting to facilitate executive-level decision making.
* Strong analytical skills; support operations through analysis of key performance indicators and trends.
* Consensus-driven communicator; liaise across various business units and promote organizational success.
* Rapidly adapt to new technologies and possess expertise with MS Word, Excel & PowerPoint.
* Processing of Vendor bills (MIRO)
* Verify, allocate, post and reconcile Vendor Payments and produce error free accounting reports.
* Coordinating with customers about the credit balance, Collections, Credit limits in a dunning procedure.
* Accounts Payables function with a view to ensure timely receipts / payments from / to outside parties; conducting debtor & creditor reconciliation statements.
* Maintain up-to-date billing system.
* Follow up on, collect and allocate payments
* Following-up with key customer having outstanding and understanding the pro & cons of business, competitor prices, account settlement, and getting feedback about company’s services.
* Maintaining proper MIS reports of stock inventory & daily dispatch reports and circulating to all plant & corporate office teams.
* Issuing of delivery orders.
* Processing Sales invoices and E-way Bills of the regular transfers.
* **Institutional Sales,** Planning, Coordinating with Production Team, packing team, Transporters and placing vehicle in prompt time.
* **Negotiation** with transporters regarding freights & **Relationship management** with customers in the category.
* Weighbridge operations.
* Inventory physical count and reconciliation.
* Manage and maintain sales Pipeline.
* Effective coordinating with procurement teams to collect the **NN** documents before vessel arrivals and submitting to the Port & Customs through the CHA.
* Follow-up with CHA for Daily duty payments, Planning EXIM Operations, & Ensure to dispatch timely & safely to the Plant.
* **Daily** monitoring vessel schedule and tracking the shipments for actual **ETA** in order to prepare the documents in time.
* Day to day Liasioning with service providers, Port & CFS staff to clear the shipment process and ensuring to deliver the material within stipulated timeframe.
* Supporting auditors on surprise visits for auditing.
* Interacting with factory and plant people for clarifications
* Resolving queries and disputes related to customers & transporters.
* Creating procedures and policies that ensure timely payments while maintaining a high level of customer relationship.
* Daily updating documents, container tracking, BL’s & Bill of Entries and other related information into SAP module.
1. **OLAM AGRO INDIA PVT. LTD MAR 2016 to JAN 2017**

 **OLAM Agro India Pvt. Ltd**, is one of the largest leading food and agri-business Company in the world, operating from seed to shelf in 70 countries, supplying food and industrial raw materials to over 23,000 customers worldwide. Olam is one of the world's largest suppliers of cocoa beans and products, coffee, cotton and rice. Olam International Limited was incorporated in Singapore, as a public limited company.

 **Roles and Responsibilities:**

* Processing of Cash and Bank transactions on daily basics & Preparation of BRS.
* Processing of Accounts Payable (AP) & Maintaining End to end responsibility of AR reporting
* Analysis of Cash reconciliation on monthly basis.
* Preparation of MIS report of Plan vs. Actual report of stock on daily and weekly basis.
* Production analysis on daily and weekly basis and forecasting for month end target.
* Preparation of stock analysis reports (Product wise, Grade wise, Plant wise).
* Resolving queries and disputes related to customers.
* Payments of wages to workers on weekly bases.
* Calculation of incentives to workers. (Contract base when achieving there target)
* Generating MIS reports and sharing with higher officials.
* Material Reconciliation at different product levels.
* Maintaining of Packed and Lose movement of materials plant wise.
* Coordinating with production, packing departments and working accordingly.
1. **COROMANDEL INTERNATIONAL. LTD JAN2013 to MAR 2016**

**Coromandel International Limited**, India's second largest Phosphate fertilizer player, is in the business segments of Fertilizers, Specialty Nutrients, Crop Protection and Retail.

 **Roles and Responsibilities:**

* Managing Accounts Receivables / Payables function with a view to ensure timely receipts / payments from / to outside parties; conducting debtor & creditor reconciliation statements.
* Organizing a recovery system and initiate collection efforts.
* Coordinating with customers about the credit balance, Collections, Credit limits in a dunning procedure.
* Creating procedures and policies that ensure timely payments while maintaining a high level of customer relationship.
* Checks bounce entries & Interest calculations.
* Processing of staff expenses reports (Travel, Medical)
* Preparing of month end reports &BRS.
* Reconciliation on accounts receivable and payable entries.
* Preparing sales Invoices.
* Material Reconciliation at different product levels.
* Inventory physical count and reconciliation.
* Maintaining of stock reports product wise.
* Processing **MIRO**, transport invoices vendor payments for 7 plants (Visakhapatnam, Kakinada, Ennore, Ranipet, Ankelshwar, Surat and Jammu).
* Proposal payment and release of payments and accounting the same into SAP.
* Attending monthly audit at HO for verification on transport bills and vendor payments & Assisting with auditors.
* Analyzing provisional creation and reversal.
* Bills Processing of Material and service (Bills payable).

 **TAVISH HOSPITALITY COMPANY NOV 2011 to JAN 2013**

 **Tavish Hospitality Company** is a well know restaurant named “Eleven” at Visakhapatnam.

 **Roles and Responsibilities:**

* Responsible for all accounting activities.
* Preparation and verification of daily expenses report.
* Preparation of monthly transactions.
* Preparation of Bank reconciliation statements.
* Cash & bank transactions.
* Preparation of monthly purchase report supplier wise.
* Preparation of monthly sales report on daily bases.
* Monthly Audit on purchase, sales invoice and cash bills.
* Preparation on monthly VAT returns.
* Maintaining inventory control reports.
* Staff Salary Calculations & Monitoring Staff welfare activities.
1. **SRK CONSTRUCTIONS NOV 2010 to NOV 2011**

**SRK Constructions**, into the field of Civil engineering, it’s a process into constructions activities.

**Roles and Responsibilities:**

* Responsible & Controlling of day-to-day operations of cash and bank transactions.
* Maintaining of Cash book for daily and monthly expenses (Receipts and Payments)
* Staff salaries Calculations.
* Calculation of P.F & E.S.I to all employees and personal benefits to staff.

**ACADEMIC QUALIFICATIONS:**

* M. Com (Finance & accounts) from Andhra University Correspondence, Securing 50% (2011 - 2013)
* B. Com (Computers) from Siddhartha College, Andhra University, Securing 57 % (2007 - 2010)
* Intermediate
* SSC

**PERSONAL Details:**

Name : Madhav Tennety

Father’s Name : T. Venu Gopal Rao

Date of Birth : 13th February, 1987

Languages Known : Telugu, Hindi, and English

Passport : YES

Marital Status : Single

Nationality : Indian

**Date : Signature**

**Place : KAKINADA (Madhav Tennety)**