

## CMA K.V. NAIDU

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### OBJECTIVE:

Looking forward for a position with an organizations which will provide challenge, valuable experience, and opportunity for career advancement where I can be a key part in value addition to the organization in return.

### PROFESSIONAL QUALIFICATION:



Degree/Course	Name of the Institute	Year of Passing
CMA (ICWAI) & <b>Member</b> of Institute of Cost Accountants of India	<b>Institute of Cost and Management Accountants of India</b>	2019

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### ACADEMIC DETAILS:

Degree/Course	Name of the Institute	Year of Passing
MBA (Finance)	Andhra University, Visakhapatnam, (A.P.)	2010
M.com (Accountancy & Finance)	Department of Commerce and Management Studies (D.C.M.S), A.U. Campus, Visakhapatnam, (A.P.), India.	2008
B.com	Dr. V.S. Krishna. Govt. Degree College, A.U., Visakhapatnam, (A.P.), India.	2006
Inter Mediate (C.E.C.)	B.V.K. College, A.U., Visakhapatnam, (A.P.), India.	2003
S.S.C	SPSRZPH School, Medapadu , East Godavari, (A.P.), India.	2000

### WORK EXPERIENCE:



Currently Working in FLUENT GRID Ltd (formerly Phoenix IT solutions) corporate office, Visakhapatnam, Andhra Pradesh, which is **leading company in IT solutions** in the area of Power and Utilities ,Smart cities and Managed services, Working As a **Manager-Finance & Accounts, total of 6.5 Years,**

**Time line - (June 2015 to Till Date)**

- **Finalization of Books of Accounts**
- **Costing & Variance Analysis**
- **Receivables and Payables Management**
- **MIS Reporting**
- **Budget & Forecasting**
- **Internal Controls**
- **GST&TDS Returns**

### **Managing Task list By Me & with my Team**

**MIS:** which includes, Budget vs Actuals Variance analysis Report, Resource Management Report, Project Profitability Report, Cash flow Management Report, Drawing Power Report, Vendors Ageing Report (MSME vs Regular), Receivable Ageing & Deduction Analysis Report,, TDS liability , and GST liability Report etc.

**Task list-** GST 2 A reconciliation& GSTR 3 B Filing, TDS filing, **PO Reconciliation**, Vendor Management (Record to Report) & its payment confirmations, **Internal Audit for TDS vs Non TDS expenditure** in P&L A/C, **Finalization of Revenue on Monthly Basis & Un billed revenue tracking**, Tour and advances tracking, Bank Reconciliation with statements, **Accrual& prepaid entries closing on monthly basis, like rents, insurance**, Capital work in progress –Tracking (Building A/c), Finalization of Books of Accounts as per the Indian accounting standards(Indian GAAP),**Intercompany entry closings**, Un secured Loans Tracking ,All Rental agreement reconciliation & its deposits tracking ,Preparation of P&L a/c and Prov. Balance Sheet and Cash flow statements , Receivables Management, Bills follow-up, 26AS reconciliation, Over verify the Invoice register and Cheque register, **General Ledger** ,Vendor Ageing and submit the same to treasury Dept., Preparation of depreciation Schedules ,Advance Reconciliation& petty cash reconciliation with Project Managers ,**Stock statement preparations, and Drawing Power calculations**, Loan schedules Preparation for bifurcation of current Maturities, Co-ordinate with **Internal audit team for statutory compliance** like GST and TDS returns and its payments. Preparation of cost of services/Cost of Production, Provide information for Pricing & Planning, BU analysis Report, Consolidated Report,



As a **Manager- Accounts and Finance** at “**TRINITECH INFRA (INDIA) PVT LTD**, which is major subcontractor for L&T and doing business in the fabrication works, shipbuilding works, and Engineering Solutions etc, Corporate office, Visakhapatnam, **(A.P.)** from June, 2014 to June 2015

**Finalization of Books of Accounts of the company, and** Preparation of stock statement on monthly basis, FFR/QPR on Quarterly basis to submit the banks, and preparation of proposals working for banks for loan initiations, Preparation of MIS reports, Budgets, Variance analysis, Expenditure reports & Coordinate with Audit office for filing of ROC, proposals & other scrutiny related issues, CMA report etc., Filing Excise Returns, Service tax Returns, VAT and CST Returns, TDS Payments and Returns filing, PF,ESI, and Professional Tax filings

As an **Accountant** in **PUJARI EDUCATIONAL TRUST**, from Nov 2013 to June 2014,

**Work Profile:** Finalization of Accounts, TDS payments, returns filing, PF ,ESI, and P Tax filing, Pay Roll, Bank statements updating in to tally, and Bank Reconciliation, Advance reconciliation, Revenue reconciliation, Budgeting of Projects etc.



As an Accountant in “**CHEGG INDIA Pvt Ltd**” (KPO) for 2.1 Year, from Sep2010 -Oct 2012,

**Work Profile:** Maintaining Payroll, and MNE payment tracker, Maintaining Petty cash amount, and Other vendor Payments, etc.



As an **Industrial Trainee** in **COROMANDEL INTERNATIONAL LTD** for 2.5 years, form May2008-sep2010

**Work Profile:** Maintaining Accounting books (Cash Book, Bank book, Sales register, Purchase register, Stock le ledgers, ware house stock ledgers, Asset register, and Petty cash book), Reporting to Branch office on daily basis at EOD, Preparing month end reports, preparing sales Budgets, and cash handling etc.

## ACHIEVEMENTS:

- Got reward certificate from my current company fluent grid, for 6 years of continued services.
- Completed CMA (ICWA) along with Job,
- Got 11<sup>th</sup> rank in AUCET-2006 (M.com.),

## TECHNICAL SKILLS:

- MS Office
- Tally ERP,
- Navision ERP,
- NetSuite ERP which is Oracle's Module

## STRENGTHS:

- Positive attitude & have a zeal to work hard to achieve results with team and independently

## PERSONAL DETAILS:

Name	:K.V.NAIDU, Married,DOB-20-10-1984
Address	:Padmavathi Nilyam, Flat no 302, Vaibhav Nagar, Near Costal Bank, Kommadi Jn, Madhurawada, Visakhapatnam, Andhra Pradesh, <b>India</b> , PIN- 530048

**Declaration:** I hereby declare that all the details furnished are true to the best of my Knowledge and belief.

**Thank You**

**(K.V.NAIDU)**