

**PHANINDRA GUDISA**

H.No 68/8-1, Jogupalya Main road, Ulsoor, Bangalore, Karnataka (560008)

Cell No 7997842043

9611279034

## Professional Summary

To be a part of a progressive organisation where I can utilize my knowledge and bring forth meaningful value to it be part myself the opportunity to sharpen and enhance my skill set. of a team, where I can play an active role in enhancing the competence of the organization at the same time providing

## Skills

- ✓ Preparation & presentation of financial reports (Cash flow statement and Fund flow statement & Balance sheet) as per IFRS
- ✓ Monitoring & Implementation Practical exposure in GAAP & IFRS
- ✓ Capital Budgeting & Asset management.
- ✓ Handling complete Hotel & Restaurant, Pub unit wise Sale & expenses reports including Food & Beverages.
- ✓ Handling Channel Manager Software Night Audit Vouching and verification of booking sales.
- ✓ Vouching Verification of KOT & BOT & misc.
- ✓ Having Proper Experience and knowledge in Hotel and Manufacturing Sector for Finance Accounting, Cost Accounting Sub Project Details: Calculation of Cost Price and Determination of Selling Percent for Food Items and Liquor.
- ✓ Practical knowledge on GST
- ✓ Installation and Improvement of Hospitality Software for 5 Stars & 4 Stars hotels
- ✓ Maintaining Channel Manager & Analyse the Price Variance in Daily Bookings & Operating costing & Average room rent Variance
- ✓ US GAAP
- ✓ Ratio analysis.
- ✓ Budget control & forecasting Budget
- ✓ Preparing reports as per Accountings Standards
- ✓ Preparing Reports for Amalgamation & Mergers
- ✓ Accounts Payable
- ✓ Accounts Receivable
- ✓ Bank Reconciliation
- ✓ Specialized for Direct and Indirect taxation
- ✓ Vouching & Verification auditing of books of accounts. Stock Audit & Cash Audit
- ✓ Process Costing, Job Costing for Manufacturing Products & Food and Beverages.
- ✓ Advanced Understanding US Taxation
- ✓ Recruitment
- ✓ MIS Reports.
- ✓ Stock Inventory
- ✓ Payroll
- ✓ Petty Cash

## Work History

### **Prazeres Resort Goa as a Accounts Manager (2017 July till date)**

- Communicating regularly with territory, regional and strategic managers for daily support and strategic planning for accounts.
- Organized company files and creating support system to decrease workload and increase productivity of account managers.
- Calculated sales commission for sales team of 20+ reps.
- Identified and qualified customer needs, developed sales strategies and negotiated and closes profitable projects with an 85% success rate.
- Planned client relationship cultivating events to promote growth, resulting in an expansion of clientele base by 60%.
- Built strong client relationships and provided high value-adding services, resulting in a 15% company market share increase.
- Consistently hit and exceeded sales goals by 20%.
- Handling complete Hotel& Restaurant, Pub unit wise Sale & expenses reports including Food & Beverages.
- Handling Channel Manager Software
- Attending meeting with online travel agencies and Charters and allocating rooms seasonal basis
- Night Audit Vouching and verification of booking sales.
- Group booking cost sheet and event cost sheet & Determine of selling Price
- Setup the software for hospitality include (4 star & 5 star) and giving training to staff & treasury department and front office.
- Preparing Desktop procedures for Housekeeping & Spa

### **Casa Boutique Hotel as a Senior Accountant ( Assignment Basis) Jan 2017 to July 2017**

- Developed and implemented effective accounting systems.
- Handled team of 7 accounting staff.
- Tracked and documented all expenses ( Branch wise)
- Calculated tax owed, prepared and submitted returns and upheld compliance with all applicable laws.
- Completed biweekly payroll and maintained employee records.
- Updated general ledger with latest entries.
- Directed accounting operations for business turning over \$[Amount] per year.
- Suggested budgetary changes to increase company profits.
- Reconstructed accounting records from clients' checks and cash receipts.
- Worked with managers to develop annual expense plan goals.
- Processed payments and applied to customer balances.
- Prepared accurate financial statements at end of the quarter.
- Created presentation formats for monthly/quarterly reviews of expense charge-outs.

### **Quikr India Pvt Ltd as a Senior Process Associate (2015 to 2017)**

- Accounts Receivable
- Accounts Payable
- General Accounting
- Preparations of Reports for Amalgamation & Mergers

- MIS Reports.
- Processed payments and applied to customer balances.
- Supervised accounts receivables clerks, team of 3
- Direct interaction with Clients & Vendors regarding invoice related queries & Escalated issues
- Reporting to Company Secretary for Corporate & Legal Procedures
- Journal Entries and Ledger and Pivot table & Macros.

#### **Capgemini India Pvt Ltd as a Process Associate (2013 to 2015)**

- US Taxation ( Indirect Taxation)
- US GAAP Accounting entries & Accounts Payable
- Preparing DTP for team
- Journal entries
- Work allocation from Excel
- Processing Withholding tax invoices

#### **Education**

Pursuing Diploma in IFRS in Ernst & Young

BCOM (Accounts and Computers) in Andra University with 60 %

#### **Interests**

- Everyday looking for something new task include regular "To do list"
- Consistence ethical dilemma in Individual growth vs Firm growth
- Corporate social responsibility
- I am looking for chance to be a part of Transition team (Going to outside India for knowledge process and assisting the team)
- Strongly activate in the work place & events

#### **Additional information**

Date of Birth : 26th July 1991

Marital Status : Single

Language : English, Spanish & French (Basic Level), Hindi, Telugu

Hobbies : Kungfu , Dancing, Listening to Music, DJing , Solo travelling, Watching Movies

#### **Accomplishments**

- ✓ Business Development: Developed strong relationships with key referral sources which resulted in 12% increase in referrals over one-year period. Initiated two key partnerships which resulted in revenue growth.
- ✓ Received Best employee of the year & Star Performer of the Quarter