



SACHU JOSEPH

FINANCE EXECUTIVE

CONTACT ME

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📍 Doha | Qatar

EDUCATION

BACHELOR OF COMMERCE (B.COM)
UNIVERSITY OF KERALA
2015 – 2018

SENIOR HIGH SCHOOL (XI & XII)
KERALA BOARD OF EDUCATION
2013 - 2015

SKILLS

- **Management Accounting:** Informing strategic planning and decision-making.
- **Budgeting & Forecasting:** Developing and managing financial plans to guide strategic decisions.
- **Financial Analysis:** Conducting analyses to support business strategy and performance.
- **Team Leadership:** Leading and developing finance teams to enhance productivity and skills.
- **Financial Consolidation:** Combining financial statements from multiple subsidiaries.
- **Stakeholder Communication:** Providing financial insights and recommendations to management.

ABOUT ME

I am an experienced accounting and finance professional with over 6 years of expertise in financial management, reporting, and SAP training. I have a proven track record of leading and mentoring teams, ensuring accurate financial reporting, and implementing effective financial strategies. **I am seeking a senior or managerial role** to utilize my extensive financial knowledge and leadership skills to drive organizational growth and success.

WORK EXPERIENCE

FINANCE EXECUTIVE

OCT, 2021 - PRESENT

ABU ISSA HOLDING (BLUE SALON) | DOHA, QATAR

- Oversee the financial operations of multiple companies within the group holding, ensuring accurate and timely financial reporting using Oracle-based EBS system.
- Lead and mentor a team of finance professionals, fostering their development and ensuring high performance.
- Manage general journal entries and ledger accounts, ensuring accuracy and compliance.
- Supervise accounts receivable and accounts payable processes to maintain smooth cash flow.
- Oversee fixed asset management and cash management to optimize financial resources.
- Direct the consolidation of financial statements across various subsidiaries.
- Conduct comprehensive reconciliation of General Ledger, Customers, Vendors and Cash Management to ensure accuracy.
- Perform financial reviews and audits to ensure compliance with regulatory standards and internal controls.
- Implement and monitor financial policies and procedures to optimize efficiency and reduce costs.
- Provide financial insights and recommendations to the management to enhance financial performance.
- Preparation of cash flow analysis for making better decision of cash inflow and outflow.
- Preparation of Stock holding analysis to make strategic buying of the company.

CERTIFICATION

- DIPLOMA IN CORPORATE ACCOUNTS AND MANAGEMENT
- DIPLOMA IN MATERIAL MANAGEMENT
- CERTIFIED IN SAP FI/CO AND SAP MM
- CERTIFIED IN TALLY ERP. 9
- CERTIFIED IN QUICKBOOKS PRO/ PREMIER 2016
- CERTIFIED IN MS EXCEL AND GOOD KNOWLEDGE OVER MS OFFICE
- CERTIFIED IN GST AND UAE VAT

PERSONAL DETAILS

- **DATE OF BIRTH:** 19-APR-1997
- **GENDER:** MALE
- **NATIONALITY:** INDIAN
- **MARITAL STATUS:** SINGLE
- **LANGUAGES KNOWN:** ENGLISH, MALAYALAM, HINDI & TAMIL

WORK EXPERIENCE

ACCOUNTS EXECUTIVE

SEP, 2019 - OCT, 2021

VANDALAY BUSINESS SOLUTIONS PVT. LTD. | COCHIN, INDIA

- Prepare and maintain accurate financial statements and reports, ensuring compliance with accounting standards.
- Oversee accounts payable and receivable processes, including invoice processing, payment approvals, and collections.
- Maintain and update the general ledger, ensuring all financial transactions are properly recorded.
- Coordinate and assist with internal and external audits, providing necessary documentation and support.
- Ensure timely and accurate filing of tax returns, staying updated on changes in tax laws and regulations.
- Ensure adherence to company policies, accounting standards, and regulatory requirements.

ACCOUNTANT

MAY, 2018 - MAY, 2019

ACCOUNTANT SERVICE SOCIETY PVT. LTD. | IRINJALAKUDA, INDIA

- Assist in maintaining the general ledger by posting journal entries and performing regular reconciliations.
- Perform monthly bank reconciliations to ensure the accuracy of financial records.
- Manage and process invoices, ensuring proper documentation and approval.
- Assist in the preparation of financial statements and reports, including balance sheets, income statements, and cash flow statements.
- Support the month-end and year-end close processes by preparing account reconciliations and adjusting journal entries.
- Accurately enter financial data into accounting software and maintain organized records.

SAP FICO & SAP MM ONLINE TRAINER

JAN, 2021 - OCT, 2021

HAPPY LEARNINGS | KERALA, INDIA

- Online trainer specializing in SAP FICO and SAP MM, delivering in-depth, practical training sessions to enhance learners' proficiency in financial accounting and materials management modules.