



SATISH GURRAM

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CAREER OBJECTIVE

To pursue a highly challenging career in the field of Finance, Accounts & Taxation, where I would apply my knowledge, experience and ideas to develop high calibre professional skill and effective management techniques by proactive research and development activities to ensure protection of interest of industry and emerge as a good Corporate Professional.

PROFESSIONAL PROFILE

- ❖ A Chartered Accountant (**ACCA**) and a Cost Accountant (**CIMA**) with nearly 7 years of experience in Accounts, Finance, Taxation & Costing, currently designated as **Director with S.Gurram Securities Private Limited**
- ❖ Well versed with accounting processes and systems, Analysis & Presentation of complex financial data to facilitate decision making
- ❖ Adequate experience in restructuring Accounting Systems as well as follow ups & finalisation of accounts as per statutory requirements
- ❖ Well versed with banking process and systems and adequate knowledge in handling bank finance including working capital finance and multiple finances.
- ❖ Adequate experience in compliances under The Companies Act, Income Tax, Goods & Service Tax , Excise, VAT, Service Tax, HMRC, Companies House etc

PROFESSIONAL CREDENTIALS

- ❖ Completed Chartered Accountancy in May 2015 from Institute of Chartered Accountant of India with 52.00% marks (**Equivalent to ACCA UK**)
- ❖ Completed CMA Final held in June 2016 from Institute of Cost Accountants of India with 53.00% marks. (**Equivalent to CIMA Landon**)

ACADEMIC QUALIFICATION

- ❖ Completed 10th Standard with **83.50%** marks from **CBSE** (Central Board of Secondary Education) in 2007-08.
- ❖ Completed 12th Standard with **94.30%** marks from Andhra Pradesh Secondary Higher Education Board in 2009-10
- ❖ Completed B.com with aggregate of **69.70%** in 2013 from Acharya Nagarjuna University.



WORK EXPERIENCE

Company : S Gurram Securities Private Limited
Duration : October 2015 to till date
Designation : Director

Job Profile

My responsibilities include as (Oct 2015 to till Date) :

- Handling Group company and Director's Portfolio Management
- 200 Cr Brand Equity Management with Team of 19 Finance & Accounts staff
- Liaisons with Investors, Venture Capitalists, Bankers and Fund Managers
- Handling financial matters including Working Capital Management, Ratio Analysis, Cash Flow & Funds Flow Analysis and timely financial reporting.
- Liaison with bankers and Vendors and other Stakeholders on regular basis
- Review compliance to the accounting systems & procedures in place; supervising the timely preparation of statutory books of accounts and finalisation of yearend financial statements
- Managing the maintenance of Accounting System & financial statements including P&L Account and Balance Sheet, ensuring conformance to time, accuracy and accounting standards
- Liaison with GST , Income Tax, Service Tax and Vat, Departments for notices and orders issued on behalf of our company.

Company : QX Ltd (Bradleys Accountants , UK)
Duration : January 2015 to Oct 2015
Designation : Accounts Officer

Job Profile

My responsibilities include:

- Closing books of accounts and their finalisation as per UK Taxation and Corporate Laws
- Preparation and publication of Monthly, Quarterly & Annual Financial Statements
- Preparation of Annual Reports, Directors Reports
- Filing of Tax Returns, Annual Returns, Monthly Payroll with Companies House & HMRC
- Review of work done by executives under my supervision
- Handling Clients and appraisal of targets given by higher officials in the organisation
- Liaison with HMRC and Companies House Officials regarding notices and orders issued in favour of our clients.



PERIOD OF ARTICLESHIP

Company : M.N.Rao Associates
Duration : February 2012 to January 2015
Designation : Article Assistant

Job Profile

My responsibilities include

- ✓ Companies Statutory Audits, Internal Audits, Tax Audits & Vat Audits.
- ✓ Statutory, Internal, Concurrent and Stock & Receivable Audits of Nationalised Banks and Co-operative Banks.
- ✓ Filing of Income Tax, Vat , TDS returns and Annual returns of Companies, Partnership Firms and Individuals
- ✓ Liaison with Income Tax, Service Tax and Vat Departments for notices and orders issued on behalf of our clients
- ✓ Planning and management of activities to ensure completion of internal, statutory and Tax audits within the time frame
- ✓ Taking actions on the basis of audit recommendations to improve the shortcoming & processes

AREAS OF EXPERIENCE

Finance

- ✓ Preparation of monthly stock statement for working capital and quarterly progress report for Project Loans
- ✓ Liaison with bankers on regular basis, preparation and filing of documents as required by different bankers
- ✓ Managing Term Loan & Cash Credit Account and ensuring that no default has been made in any account and all accounts are regular & standard
- ✓ Handling financial matters including Working Capital Management, Ratio Analysis, Cash Flow & Funds Flow Analysis
- ✓ Preparation of documents including projections for renewal of existing loan and also for replacement / re-scheduling of Term Loans

Accounts

- ✓ Review compliance to the accounting systems & procedures in place; supervising the timely preparation of statutory books of accounts and finalisation of year end financial statements
- ✓ Managing the maintenance of Accounting System & financial statements including P&L Account and Balance Sheet, ensuring conformance to time, accuracy and accounting standards



- ✓ Preparing reports on performance of company, scrutinize the processes / procedural break downs in accounting system, operational divisions in the organisation
- ✓ Ensuring renewal of Insurance Policies in time and filing of claims, if any

Audits & Taxation

- ✓ Companies Statutory Audits, Internal Audits, Tax Audits & Vat Audits.
- ✓ Statutory Audits, Internal Audits, Concurrent and Stock & Receivable Audits of Nationalised Banks and Co-operative Banks.
- ✓ Filing of GST , Income Tax, Vat , TDS returns and Annual returns of Companies, Partnership Firms and Individuals
- ✓ Liaison with GST , Income Tax, Service Tax and Vat Departments for notices and orders issued on behalf of our clients
- ✓ Taking actions on the basis of audit recommendations to improve the shortcoming & processes

Teaching

- ✓ Have taught more than 1000 students in the subjects of Accounts, Taxation and Finance with different Private Organisations
- ✓ Have trained more than 500 students in Tally in tie up with Indian Institute of Professional Excellence, Pune
- ✓ Have Expertise Knowledge in accounting packages such as Tally, VT Accounts, Swift core, Sage 50 Accounts and Boss

TECHNICAL SKILLS & CERTIFICATIONS

- Completed MCX Certified Commodity Professional Organized by MCX, India
- Completed Mutual Funds Distributor Exam Conducted by NSE, India
- Completed Certified Credit Research Analyst Module Organized by NSE, India
- Completed GMCS Course organized by Institute of Chartered Accountants of India
- Completed ALH (Alternative learning hours) Programme as per ICAI guidelines
- Typing speed with 42 wpm at an accuracy level of 96%



CLIENTS HANDLED

Banking & Financial Services



Media & Entertainment



Pharma & Healthcare



GlaxoSmithKline



Governments/PSUs



PERSONAL DOSSIER

Father's Name : Srinivasa Rao
Occupation : Farmer
Date of birth : 27th June, 1992
Marital Status : Single
Nationality : Indian
Languages Known : Telugu, English, Hindi & Marathi.
Strengths : Hard work, Patience and Self Motivated

I hereby declare that above mentioned details are true to the best of my knowledge and belief.