

Chennai

Cover Letter for seeking the Position

03rd August 2017

Dear Sir or Madam,

My solid and sound background experience in Accounts, Finance, Export and import Documentation, Letter of credits and Banking, Logistics and Shipping, UAE Real estate litigation and settlement, food industry setup in Chennai, and agricultural supervision on cardamom estate as well as my success with management and client service, make me an ideal candidate for the position that you are currently seeking.

I expect my employer to appoint me in any one of the following section or assign all the following

- **Accountancy; Finance, Book Keeping; Banking formalities for DP, DA, L/C, B/G, S/G for Export And Import Documentation; Logistics Operation; Sea Way And Air-Way Shipping Procedures; Container Movements CY To CY; CFS Regulations; Merchant And Liner Haulage Details; Port Demurrage and Detention formalities; Letter Of Credit Understanding and Negotiation without discrepancies; Warehouse Maintenance; and many more including Company formation formalities, Restaurant setup in Chennai, Supervision and maintenance of cardamom estates**

My degree and strong background bolster my qualifications. I am recognized for my energy, agility, and quick thinking, action, fruitful results as well as for focusing on maintaining an outstanding team emphasizing customer service. Every Job seeker makes mistakes, and I am sure I may have my share of them at an interview. But I won't spend a moment of the future regretting what might have been. Thank you for your time and consideration.

Curriculum Vitae

Career Objective: Yearning to shoulder broader and more challenging responsibilities in a company that would utilize my diverse skills set in the various areas as mentioned above.

Business Trip to Countries:

- **1994 – Hong Kong, visited to meet Diamond Business people,**
- **1994 – Srilanka, to meet Diamond Business people,**
- **1996 Rio-De Janeiro Visited to inspect Scrap vessels,**

- 1996 Saudi Arabia Visited for Umrahs and Hajj,
- 2000, Thailand, to meet Diamond Business people,
- 2002, UAE. Worked there for more than nine years
- 2003, Iran visited for promoting Paraffin wax and Petroleum bi-products,
- 2007 Kuwait, visited for promoting E-Scooter Business,
- 2004 Indonesia visited to analyze the possibility of importing molasses to India
- 2007 Bahrain visited for negotiating Iran L/Cs,
- 2007 South Africa visited for dropping my kids at schools
- 2014 Turkmenistan Visited to study about Sulphur Exports

KEY RESULT AREAS: *Finance and Budgetary controls* * Exports and Imports norms compliance* The credit lines, issuing the inward and outward remittances and other relevant formalities encompassing the management of Exports imports documentation, Letter of Credits, Trust Receipts, Customs and Excise elements* Preparation of Accounts Statements and reports* Logistics and Transportation*.

Assignments Handled During my experience

All Accounts Books* *Financial Reports to Management* *Banking* * Letter of credit** DP DA TR SG BG* *Shipping* ** Transportation* Team Leadership*****

Real Estate Litigation: - One of my employers has landed up in trouble with Banks home finances, owing AED 12,000,000/= Twelve Million Dirhams to various Banks in UAE. The banks have taken severe legal action against my employer by filing criminal cases, police complaints, and travel bans. Finally, I have involved in negotiation with banks and banks have agreed to withdraw all legal cases against him on conditions that all his properties to be sold and banks should recover their revenues and all interest default for the period of three years to be settled then and there. Agreeing to banks conditions at prima facie, I have requested banks to reduce their interest amounts, after a long course of conversation, banks have reduced their interest amount to nearly one Million, considering the realty market downfall then. As per banks demands, I have sold all properties at realistic market rates and settled full amount to banks. As promised, the banks also honored their commitment by

withdrawing all legal cases against him which enabled him to reenter in to UAE and now he is working in Dubai. This is my only one life time achievement in terms of legal cases.

Super Gas LPG Franchisee: - one of my best friend advised me to start a small business with minimum risk and he invested nearly Thirty Lacs of indian rupees. I have purchased super Gas LPG franchisee on October 2016, for Ramanathapuram and nearby cities and villages, for which I have established an office at Ramanathapuram from where from where we have been selling domestic, commercial and industrial LPG from our Ramanathapuram sales office. Within a span of six months, we were able to accumulate 500 LPG customers for domestic and commercial LPG. The business has been running on smoothly. Therefore, I have complete knowledge about LPG franchisee set up from any government and semi Government LPG distributors in any part of India.

PROFESSIONAL EXPERIENCE

- ❖ **October 2016, I have purchased LPG Franchisee from Super Gas.**
- ❖ **July 2015, I returned to Chennai India and I was doing real estate brokerage**
- ❖ **September 2013, I have returned to Dubai on a special employment in order to negotiate and resolve legal cases on Banking Default by my employer. I have resolved all the cases with the cooperation of the banks and Banks withdrawn all legal cases against my employer which enabled him to return to Dubai.**
- ❖ **04th January 2011 to 2013 September I was Jobless and Job Applications getting rejected on Age factor**
- ❖ **MARAICAR TRADING CO L.L.C DUBAI, UAE**
Director – Finance and Trade. 4th January 2011 Left on Exit
- ❖ **ZENATH POLYMER, ZENATH PAPER TRADERS.L.L.C, DUBAI, UAE**
2003 to May 2008 Head of Documentation for waste paper and Polymer
- ❖ **ETA ELECTRO MECHANICS CO, DUBAI**
Business Development Executive, 2002-2003 for electronics exports

❖ **ATLAS MANAFA POLYMER PVT LIMITED PART OF ZENATH
POLYMER, DUBAI**

Managing Director - Finance 1998-2002

❖ **Own Company ASSOCIATED BUSINESS CORPORATION Diamond
Brokerage, Diamond Exports imports and REP Licenses Commission Agents and
Merchant exporter 1992 - 1998**

❖ **PRECIOUS CENTRE, A DIAMOND EXPORT AND IMPORT COMPANY,
MUMBAI**

Chief Accountant, 1985-1992

CAREER ACHIEVEMENTS: Successfully established and tailor made a software in Excel for difficult L/C documents duly recognized as the best by all document software dealers.

EDUCATION

- B.A. Madras Christian College. Tambaram Chennai ,1983;
- Good knowledge of the following software packages: Windows, MS Office, Tally 6.3 i.e. (Accounts Package), Spreadsheet and Final A/Cs

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