



# AJAY OWAL

Accounting Manager

## PROFILE

Result oriented Accounting Manager with 20+ years of experience in improving and managing the financial accounting situations of companies.

## CONTACT

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## SKILLS

- Operations management
- Financial reporting
- Payment collection
- Staff management
- Budget management
- Process improvement
- Audit coordination
- Budget development
- Financial management
- Statement review
- Account reconciliation
- Cost reduction
- Payroll management
- Payroll processing
- System development
- Accounting modules fiesta, track
- Languages  
English (Read & Write)  
Arabic, (Conversational)  
Hindi) (Read & Write)
- Software Ms. Office

## HOBBIES

- Net Surfing
- Indoor Games
- Yoga and exercising
- Singing

## PERSONAL

Valid Kuwait Driving License  
Visa 18 transferable

## EDUCATION

B'Com - University of Mumbai  
1988 - 1991  
[Special Subject Financial Accounting and Auditing]

## WORK EXPERIENCE

**Accounting Manager**  
**I travel Kuwait Travel and Tours -**  
**Mar.2018 -- Dec. 2023**

- Successfully managed a team of 5 accounting professionals, ensuring accuracy and efficiency in all financial processes
- Oversaw and implemented new accounting software, resulting in an increase in efficiency
- Streamlined and improved financial reporting processes, leading to a reduction in time spent on reporting
- Optimized employee satisfaction and productivity by developing employee incentive
- Oversaw departmental accounting budgeting
- Analyzed financial information and made proactive financial adjustments.

**Sr Accountant and Administration.**  
**Shereen travels (Group of M.S.R.Y. Behbehani Company Kuwait City)**  
**Oct-2012 -- Feb. 2018**

- Applied proper codes to invoices, files and receipts to keep records organized and searchable
- Assessed data and information to verify entry, calculation and billing code accuracy
- Process invoices and journal entries with efficiency and accuracy, resulting in decreased discrepancies.
- Generate and submit invoices based upon established accounts and receivable schedules and terms.
- Organize budget documentation and tracked expenses to maintain tight business controls.

**Chief Accountant**  
**Eternity Int'l travel & tourism Kuwait**  
**June-2011 -- Oct 2012**

Handled all the account related matters such as maintaining accounts, Receivables, Payables, Airlines payables, Trial balance, Income statement.

**Accountant**  
**Nov. 1993 – Feb. 2011**

Worked with Al-Qattan Travel Agency Kuwait as an Accountant Maintaining books of accounts prepare Trail balance and assist Chief Accountant in finalization.

Maintaining Computer programmed daily sales. Airline reports, sales summary. Airline payment summary.