

**Permanent Address:**

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# Vasudev Aryal

**Objective**

To serve in a reputed organization at a more responsible and challenging position which will allow me to utilize my skills, knowledge, and experience to their full potential

**Experience****From December 2020 till Date - Presently working with Freightlead LLC- New Jersey – USA as Manager Accounting – Remotely**

- Managing and maintaining books of accounts in **CargoWise**.
- Monitoring daily collections and debtor's credit limit; outstanding statements; networking with the customers for securing payments.
- Preparation of weekly AP statements and AR statements.
- Bank Reconciliation every week and sending reports to the Management
- AR Follow ups. Sending weekly outstanding Statement of account to ALL AR
- Analysis- Turnover by Debtor period analysis
- Exception Report - Charges Prepared Not Yet Posted as WIP, ACR, REV or CST
- Job Profit Exception Reporting - Jobs with Excess Profits and Losses
- Sending Reports for staff file analyzing for their productivity calculations.
- Client summary analysis -Forwarding etc.
- Analysis – Job profit – All job Types
- Monthly balance sheet & statement of profit & loss discussion.
- Analyzing financial statements monthly and report on variances.
- Analysis of revenues, commissions, and expenses to ensure that they are recorded appropriately monthly.
- Monthly account reconciliations AP and AR.

**March 2014 till November 2020 at Mountain Adventures India Pvt Ltd and Hotel RahVillas & Resorts Pvt. Ltd.****Responsibility at Hotel Rah Villas Pvt Ltd****Manager Accounts**

- Managing and maintaining books of accounts, reconciliation statements & consolidated reports in compliance with respective laws & assisting in preparation of balance sheet & statement of profit & loss.
- Monitoring daily collections and debtor's credit limit; outstanding statements; networking with the customers for securing payments.
- Preparation of monthly outstanding statement of payables. Preparing MIS reports to provide top management with the feedback on financial performances & assisting in critical processes.
- Details of monthly collected service tax, TDS
- Responsible for checking all challans on or before due date as per respective laws.
- Preparation of balance sheet & statement of profit & loss.

- Analyzing financial statements monthly and report on variances.
- Analysis of revenues, commissions, and expenses to ensure that they are recorded appropriately on a monthly basis.
- Monthly account reconciliations.
- Knowledge of payroll processing calculation in M.S. Excel
- Calculation of TDS and filing returns
- Service Tax preparation and return filing
- Co-ordination with the clients, checking of bills, cross verification of bills & processing the same for releasing the cheques on due dates.
- Coordination with the banks for fund management, fund transfer & other liaising.
- Handling payment to vendors & various in-house expenses ensuring utilization of available funds towards the accomplishment of organization goals. Updating MIS Report to decide on outstanding items in reconciliation report
- Knowledge of payroll processing calculation in M.S. Excel
- Preparation of Trial Balance, P & L Accounts.
- Finalization of books of accounts up to Balance Sheet.

**September 2005 till February 2014 Holidays to Treasure India Tours Pvt Ltd  
New Delhi**

#### **Manager – Accounts**

##### **Responsibilities in Accounts**

- Supervising Accounts and Administrative jobs.
- Maintenance of books of Accounts.
- Checking of Hotels & Agents Bills.
- Preparation of Creditors Outstanding.
- Analysis of Debtors.
- Bank Reconciliation
- Reconciliation of Debtors/Creditors.
- Calculation of TDS and filing returns
- Service Tax calculations and filing returns
- Preparation of Trial Balance, P & L Accounts.
- Finalization of books of accounts up to Balance Sheet.

**September 2000 - September 2005      Holidays to Treasure      New  
Delhi**

##### **Executive Accounts**

- Converted manual accountancy to computerized accounts.
- Bank Reconciliation
- Managed company's Creditor and Debtors.
- Helped in preparing balance sheet and profit and loss accounts
- Maintenance of books of Accounts.
- Cash/book Handling
- Done day to day accountancy.
- Handled petty cash.
- Helped in Debtor and credit controls.
- Helped preparing profit and loss accounts and balance sheet.

**April 2000–September 2000 Lalit Devender & Company      New Delhi,  
Accounts Trainee**

- Learned basic accountancy
- Done auditing with chartered accountants.
- Developed Excellence in Accounts training course.

**Education**

1997–1999 -Tribuwan University-Kathmandu

- B.B.S, Business Studies.
- Graduated
- 10th & 12th from Govt Sr. Sec. School – South Moti Bagh New Delhi

**Accounting Software** : Tally ERP, Facile-Hello, Xero, CargoWise

**Personal Information : Father's Name** : Shri Lok Raj Aryal

: **Date of Birth**: 01 November 1977

: **Marital Status**: Married