**Curriculum vitae**

**Date of Birth:** April 10, 1977

**Citizenship:** Mauritian

**Sex:** Male

**Marital Status:** Single

Randhir Dhaneswar Meetoo

Louis de Rochecouste Lane

Forest-Side
randhir@intnet.mu(230)5 258-1004(230)670-7158

**Career Aims**

At present I would like to gain as much experience as possible in various industries in order to gain new skills and broaden my future opportunities. I am looking for a position where I can use my knowledge to serve the organisation and evolve continuously through learning. My immediate priority is to enhance my professional skills in a dynamic and stable workplace.

**Employment History**

* **Account officer – January 2003-April 2005.**

IEPM Ltd (BPO in French accounting) for IEP and Deloitte France.

In Extenso Paris was subcontracting the preparation his client account in Mauritius via IEPM Ltd.

**Job description:**  responsible for the preparation of the final account

* Preparation of Journal entries, the Profit and Loss and other comprehensive income account and the statement of Financial Position.
* Reconciliation of cashbook with bank statement.
* The preparation of the various applicable taxes including the VAT.
* The preparation of social security account.
* Report on the account of the client and comparing with previous one.
* **Insolvency officer- May 2005-November 2017.**

D G Financial Ltd.

**Job description:** I was in charge of the whole process of the Insolvency.

* Preparation of various reports under the Insolvency Act 2009.
* Prepare both accounting and legal documents.
* Dealing with the various secured creditors appointing the Receiver/Manager, Administrator and Liquidator including the preparation of the secured creditors report.
* Reply to various correspondences such as MRA, NPS, and others Government bodies and to both secured and unsecure creditors.
* Representing the Insolvency Practitioner in various court cases.
* Dealing with potential clients and buyers.
* In charge of the formation of trainee and other staff.
* Meeting with secured and unsecured creditors.
* Meeting with the legal advisor.

**Insolvency – January 2018 - Today.**

IQ EQ (Mauritius) – (previously SGG (Mauritius) and CIM Global).

**Job description:** I am responsible of the whole process of Liquidation/ Winding up and dissolution for Companies/ Partnership/ LLC.

* Preparation of various reports under the Insolvency Act 2009.
* Reply to various correspondences such as MRA, NPS, and others Government bodies and to both secured and unsecure creditors.
* Preparation of tax return and final report.

**Education**

* MBA (specialization in financial sector) at University of Mauritius
* Acca Member
* Higher School Certificate, session November 1998, at Imperial College
* School Certificate (SC), session November 1996, at Imperial College

**Awards and Certificates**

* Lonhro Certificate.

**Information Technology**

**Environments**

Windows

**Office: Word Processing/Excel/ Outlook.**

**Languages (Written & Spoken)**

* English
* French

**Other Membership**

* Member of Insol International

**Others**

* Attending twice the SARIPA (Previous known as AIPSA) conference in Johannesburg and Cape Town.
* Insolvency conference in Mauritius by Insol International and World Bank.