

S.N.S.K. RAGHAVA RAO

Mobile: +91- 944 108 5166, # 855 506 8241

E-Mail: raghavarao.solasa@gmail.com

Seeking managerial assignments in Business Finance/ Accounts and MIS with a high growth-oriented organization.

PROFESSIONAL ABRIDGEMENT

Dynamic career of 16 years of extensive experience in Accounting, Auditing, MIS, Taxation, Budgetary Control, Compliances, Inventory Valuation, Capital Expenditure Planning, Revenue Recognition and Working Capital & Cost Management.

Career Contour

Since Nov'07 to till date with IJM (India) Infrastructure Ltd., – Hyderabad as Manager-Finance & Accounts

Key Result Areas

Finance & Accounts

- ⇒ Maintaining statutory books of accounts, final accounts and reconciliation of financial statements with monthly results for corporate,
- ⇒ Ensuring accounting and reporting in compliance with Indian Accounting Standards.
- ⇒ Monitoring of revenue receivables and subcontractor payments as per the certification done by the Technical department.
- ⇒ Suppliers and Subcontractors payment process as part of Centralised payment process system.
- ⇒ Verifying Travel settlements – Payments & accounting.
- ⇒ Coordinating with other Departments like Admin and Fixed Assets teams etc.
- ⇒ Preparing Budget estimations and Cash Flows on timely basis.
- ⇒ Updating the Month end journals for Balance sheet accounts and Schedules.
- ⇒ Working with counter parts, in reconciling intercompany transactions.
- ⇒ Monitoring implementation of JDE ERP in projects.
- ⇒ Issuance of monthly Debit notes and Credit notes to the project sites and group companies.
- ⇒ Review of books of accounts of project sites, subsidiaries and Joint Venture companies on monthly basis and coordination with project accountants

MIS Reporting

- ⇒ Preparation of Consol MIS as per Management needs.
- ⇒ Supervising the preparation of project wise MIS to provide feedback to top management on project financial performance.
- ⇒ Compiling reports on monthly profit & loss account / balance sheet, periodic bank and cash reconciliation statement. Demonstrating abilities in allocating works to Subordinates.
- ⇒ Monitor Vendor Agreements & their renewals on timely basis. Quotation analysis, Purchase order with budget, standing agreement, company policy.
- ⇒ Handling major sub contractors and vendor accounts reconciliations.
- ⇒ Preparation Budgets which compare with Actuals and reasons for variances if any.
- ⇒ Coordinating with all project offices.

Direct and Indirect Tax

- ⇒ Computing monthly TDS payable, TDS payment and filing of returns for 24Q and 26Q
- ⇒ Preparation and filing submission and attending hearing for assessment
- ⇒ Preparation of Tax audit report u/s 44AB of IT Act,1961
- ⇒ Preparation and filing of Income Tax returns for individuals and companies
- ⇒ Filling of 3CA, 3CEB, 3CEAC and CBCR reports.

- ⇒ Performing GST compliance including filing of GST return and reconciliation as follows:
- ⇒ GSTR1 for outward supplies, GSTR 3B for ITC and payment or RCM
- ⇒ GSTR2 inward and outward details
- ⇒ During non-GST regime worked in Service Tax and in other areas

Treasury function

- ⇒ Preparing Budget estimations and Cash Flows on timely basis.
- ⇒ Liaison with Banks
- ⇒ Working Capital Management
- ⇒ Monitoring of Utilization of Funds
- ⇒ Submitting monthly reports to banks

Audit

- ⇒ Managing the complete planning and management activities for ensuring completion of various types of audits within the time and cost parameters.
- ⇒ Finalization of annual accounts as per the requirements of **Indian GAAP as well as Malaysian GAAP**, Tax Audit and TP audit, involving Consolidation of Holding Company with Subsidiary company accounts, reconciliation of standalone profits with those of the consolidated profits, elimination of intercompany transactions, reconciliation of profits shown as per Indian GAAP and Malaysian GAAP.
- ⇒ Understanding audit requirements; observing & validating process for following quality procedures.
- ⇒ Working with External & Internal Auditors. Preparation of quantitative schedule for the notes to accounts of statutory and tax audit.

JDE

- ⇒ Doing Journal entries, Multy standard voucher, recurring vouchers, voucher match, Supplier/Subcon for advances against PO or WO and normal advance entries.
- ⇒ TDS Calculation and TDS report generation
- ⇒ Generation of reports of supplier balance summary sheet with/without ageing, supplier opensummary report with/without ageing, general ledger report, advance summary report etc.,
- ⇒ Generation of as off summary reports like date file generation etc.,
- ⇒ Generation of Trial Balance by company.
- ⇒ Doing approval of batch posting.

Since January'04 till October'07 with Aster Teleservices Pvt Ltd., – Hyderabad as Team member in – Finance & Accounts

Aster was established in 1998, with an objective to provide complete range of services from Network Planning and Design through Operation & Maintenance for telecom networks. Aster has leveraged on its vast experience in the telecom services industry to propel its product design and development division. Aster is engaged in the field of telecommunication, providing services in Hardware development, Software development and infrastructure development areas. The Company has extensive experience in developing and deploying custom built systems.

Finance & Accounts

- ⇒ Maintaining statutory books of accounts, final accounts and reconciliation of financial statements with monthly / quarterly results for corporate.
- ⇒ Finalization of Books of Accounts & Consolidation of all branches results with the Company.
- ⇒ Verification of Accounts at Divisions and Factories.
- ⇒ Managing timely assessments with nil / minimum dispute.
- ⇒ Ensuring accounting and reporting in compliance with Indian Accounting Standards.
- ⇒ Handled the Private Equity Investment related work independently
- ⇒ Coordinating with other Departments like Admin, Purchase, Technical and Fixed Assets teams etc.
- ⇒ Operating on Cost Center and Profit center wise analysis.
- ⇒ Preparing Budget estimations and Cash Flows on timely basis.
- ⇒ Adhering to Compliances as per Companies Act - Secretarial work – Board Resolutions etc.

- ⇒ Liaison with Banks and Statutory, Internal & Due diligence auditors.
- ⇒ Monthly Allocation of Interest on Overdraft to all Divisions and group companies.
- ⇒ Filing reports of STPI like APR, MPR, QPR and softex form etc.
- ⇒ Coordinating DGFT authorities in case of refund against of export of material.

Career Highlights

- ⇒ Successfully Completed Private Equity assignment.

Previous Assignment

December 2002- September 2003 with M/S Bharat Heavy Electricals Limited – Hyderabad as Trainee.

BHEL, one of the Navaratna companies, is manufacturing of heavy electrical components like turbines, exciters etc. All the financial transactions are in ORACLE platform, raising of invoices, sales and debtors are in ICIM mainframe, and other related works are in MS-OFFICE and FoxPro in the company.

Deliverables

- ⇒ Assistance in preparation, accounting and filing of Central Excise Returns (RT-12) and Assessments and CENVAT related jobs and Sales tax works.
- ⇒ Preparation of Invoices.
- ⇒ Accounting of Collections from Debtors.
- ⇒ Preparation and submission of Set wise Sales Reports.
- ⇒ Submission of Monthly Returns to the Excise Department
- ⇒ Finalization of Provisional Assessments.
- ⇒ Maintenance of Bond Register in respect of Direct Delivery Items exported.
- ⇒ Reconciliation of Modvat Receivables A/c

ACADEMIA

- 2003 I.C.W.A.I from ICWAI, Calcutta.
- 2003 M.Com. in Accounts and Tax from Nagarjuna University, Guntur.
- 2001 B.Com. in Accounts and Tax from Nagarjuna University, Guntur.

IT KNOW HOW

- ⇒ Conversant with JD Edwards Finance Module (AP/GL/AR/AA)
- ⇒ Knowledge in SAP.
- ⇒ Different Accounting Packages like Tally, Wings and Focus.

PERSONAL DOSSIER

- Address: S.N.S.K.RAGHAVA RAO,
D.No: 12-10-26/27, Flat No – 101, Sri Venkateswara Mansion, Sithafalmandi, Sec- 500061,
- Linguistics: English, Hindi and Telegu.
- Marital Status: Married.

S.N.S.K.Raghava Rao