

Senior level Professional: Finance & Accounts

SKILL SET	PROFILE SNAPSHOT
Corporate Finance	<ul style="list-style-type: none"> Finance & Accounts professional with over 10 years of experience
Financial Control / Govt.	<ul style="list-style-type: none"> Experience in conceptualizing and implementing financial policies and procedures including working capital management, internal financial controls, project financing. Exposure of raising project loans/Long term loan Having exposure of dealing with credit rating agencies for both short term and long term rating of the company.
Tendering/Analysis / Bidding	<ul style="list-style-type: none"> Responsible for hedging the currency exposure to minimize the risk of currency fluctuation. Exposure of annual appraisal and renewal/Enhancement of working capital limits.
Accounts Management	<ul style="list-style-type: none"> Liaising and negotiating with banks & financial institutions for raising fund and non-fund based facilities at favorable terms to meet working capital requirements. Monitoring inflow / outflow of funds while taking adequate measures to ensure utilization of funds towards accomplishment of objectives.
Financial Planning and Analysis	<ul style="list-style-type: none"> Ensuring the compliance of terms and conditions stipulated by banks like submission of monthly stock statement for Drawing Power of Working Capital Limit, FFR-I and FFR-II etc.
Treasury	<ul style="list-style-type: none"> Ensuring the working capital documentation/renewal & enhancement on time. Preparation and timely submission of CMA data, Stock statements & covenant monitoring.
Project Finance	<ul style="list-style-type: none"> Having exposure of working capital management for the amount of Rs.2000 Crs.
Working capital management	<ul style="list-style-type: none"> Supervision of Trade finance activities i.e. opening of LC, Bank Guarantees, LC payments, LC discounting, GR waiver, Delivery order issuance etc. Headed as a Regional finance & Accounts head of Telengana
CMA data	<ul style="list-style-type: none"> Direct & Indirect Taxation
Banking	<ul style="list-style-type: none"> Rich experience in entire gamut of accounting & finance operations entailing preparation & maintenance of statutory books of accounts and administering the finalization of year-end financial statements
Cash Flow	<ul style="list-style-type: none"> Track record of overseeing financial statements including trial balance, bank reconciliation reports, profit & loss account, age-wise accounts payables & receivables statements and balance sheets
Management	<ul style="list-style-type: none"> Preparation of quarterly TDS Returns (Salary & Non-Salary) and Individual Tax Returns
Financial Modeling	<ul style="list-style-type: none"> Hands-on in creating supplier code in the software, enrolling all the supplier details and payment terms as per the agreement and producing new account codes to the existing chart of accounts
Finance	<ul style="list-style-type: none"> Effective leader with excellent motivational skills to sustain growth momentum while motivating peak individual performances.
Accounting and Administration	<ul style="list-style-type: none"> Accounts receivables and payable and its accounting Financial accounting
Cash Management	<ul style="list-style-type: none"> Approving authority for procurement and member of the committee to approve contract
ERP Implementation	<ul style="list-style-type: none"> Coordinate with ministry for various Funds related matters for Plan and Non Plan expenditure.
Bank Reconciliation	<ul style="list-style-type: none"> Supplier Payments Cash flow Management
Taxation	<ul style="list-style-type: none"> Investment of Surplus fund for optimum utilization of funds Financial analysis
Credit Rating	<ul style="list-style-type: none"> Negotiation with the banks to reduce the cost of the funds. Capex (192 Crs.) Implementation and its monitoring
Project appraisal	<ul style="list-style-type: none"> L.C Payments and other payments Making Projections

KEY ACHIEVEMENT

I have saved amount of Rs. 12.42 Crores for the company and served as Finance & Accounts head of four states(Telangana, Maharashtra, Gujarat, Chattisgarh Region with turnover of amount of Rs. 2800 Crs.

- Fund raising for the tune of Amount of Rs. 2000 Crores through the banks and others.
- Collaborated with the senior management team in improving and executing strategies and processes, accomplishing corporate goals and profitability for the company having annual turnover of amount of Rs. 1621 Crores with more than 3500 employees.
- Built qualified Annual Business Plan based on detailed analysis of previous and forecasted business performance.
- Handled sixteen national banks for working capital requirement and for various funding issues.

1. Deloitte Touche Tohmatsu India LLP.

Brief about Organization –“Deloitte has more than 263,900 professionals at member firms delivering services in audit, tax, consulting, financial advisory, risk advisory, and related services in more than 150 countries and territories.

Designation- Manager: Guide (Govt. Support) in Consulting
CTC-10,50,000 Per Annum

Period- from August 2018 to Sep.2018

Job Profile:

1. Working on the govt. project on M-SIPS Scheme which is governed by Ministry of Information Technology, Govt. of India with to encourage investment in our country. (Total budgetary approval for this project is 10,000 Crores).
2. Review application which is received regarding investment from various industries in the country.
3. Appraisal of Financial proposal of the project
4. Financial Analysis and analyze the project on the various parameter as per guidelines
5. Recommendation about the project
6. Take up the various issues about the project
7. Interactions with the industries and with the higher authority of the ministry and with others, regarding various issues, if arise.
8. Preparation report for submission to the ministry

2. National Handloom Development Corporation Ltd. (Govt. of India Undertaking, Under Ministry of Textiles).

Brief about Organization - National Handloom Development Corporation Limited (NHDC LTD.) was set up in February 1983 as a Public Sector Undertaking by the Government of India as an autonomous body under the Companies Act 1956 in pursuance of the imperative need for a National Level Agency to assist the speedy development of the Handloom Sector by coordinating all action covering the procurement and supply of inputs at reasonable prices augmenting the marketing efforts of State upgrading the technology in the Handloom Sector & improving productivity, It is involved in Manufacture of other textiles.

Designation- Dy. Manager (Finance & Accounts)

Type of Industry- Textiles

Period- from March 2016 to April. 2017

Location-Hyderabad

Key Result Areas:

1. Regional Finance & Accounts Head of Telangana State.
2. Preparing & sending audited annual accounts to head office as per Circular of HO and coordination with statutory auditors.
3. Direct & Indirect taxation
4. To attend the internal audit & branch /statutory audit and replies to the queries raised by them.
5. Payment to the Supplier Mills.
6. Scrutiny and approval of Purchase & sales proposals.
7. Coordinate with Banking/Insurance /Other Govt. Institution.
8. Head office and Inter Unit reconciliation
9. Debtors /creditors reconciliation and obtaining the Balance Confirmation
10. Assessment of the sales tax with commercial tax department.
11. Preparing and sending Financial MIS to Head Office on Monthly Basis
12. Preparing and sending Half yearly accounts to Head Office as per circular of HO
13. Record of Corpus Fund and management the same as per guidelines

3. ITI Ltd. (Govt. of India Undertaking, Under Ministry of Telecommunications)

Brief About Organization- ITI Limited which is a primer Public Sector Unit in Telecom Sector manufacturing telecommunications equipment in India. It was founded in 1948, and today has six manufacturing facilities which produce a range of switching, transmission, access and subscriber premises equipment It has its headquarter in Bangalore. The company has annual turnover amount of Rs. 1701 Crores for F.Y-2017-18.

Designation - Finance Executive Grade-2

Type of Industry- Telecommunications

Period- From Nov. 2008 to March. 2016

Location- Bangalore

Key Result Areas:

- A) **Coordinate with the ministry for Plan and Non Plan expenditure of the company and for various fund related matters.**
- B) **Working Capital Management:-** Working capital Management of working capital limit for the amount of Rs. 2000 Crs (Including Fund based Non Fund based Limit)
 - Preparation & Submission of periodical report to Consortium Bankers such as,
 - a) Stock statement for Drawing power of working capital limit
 - b) FFR I & FFR II report for working capital limit
 - c) CMA Data for Working Capital
 - Calculation of Drawing power of working capital limit
 - Budget, Costs, Revenues & P&L Analysis and Tendering

- Short & Mid-term Borrowing & Investment Dealings
- Preparation of proposal for enhancement and renewal of working capital limit and coordinate with the consortium.
- Prepared monthly reconciliations of all Treasury balance sheet and P&L accounts to ensure accuracy of accounting. Worked with General Ledger Group to ensure all Inter-Company note receivable and payable accounts reconcile across business units
- Obtain Credit Rating for Company Loans.
- Successfully Carried out Consortium financial arrangement for the company & financed the increased capital requirement.
- Arranged Working Capital and other facilities for the company.
- Banking responsibilities of fifteen banks including operation of Cash Credit, WCDL A/c and Escrow A/c
- Managing Working Capital Limits of Rs. 1730 Crs. (Fund Based Limit and Non Fund Based Limit).
- Renewal /Restoration of working capital limit (CC/LC/BG) with consortium member's banks
- Analyzed all monthly financial information and forecasted process needs.
- Re-allocation of working capital limit according to the units requirements.
- Verification of CC Interest of all 15 Consortium Banks & liaison with banks for refund of excess interest charged.

C) - Fund Management:-

- Preparation of Cash Budget of the company, Effective Cash Flow Management by monitoring of fund movement
- Monitoring & verification of Bank charges towards working capital limits.
- Funding allocation to the Units as per requirement.
- Analyzed all monthly financial information and forecasted process needs.
- Forecast periodic cash requirements and enable execute periodic financing decisions.
- Periodic Reporting and Cash/Treasury/Forex management
- Adhere to Cash management systems to optimize efficiencies.
- Interact with Bankers on working capital management, Forex, Monthly reporting and Limits appraisal process
- Monitor and Providing the details of the entries passed for Accounting Purpose including details of CC Interest and other banking charges charged by Consortium Banks for various purposes like LC, BG, Limit extension and for various purposes and take action accordingly.
- Appropriate accounting procedures and processes – Bank charges, Financing cost, Forex & Intercompany.
- Various MIS report to the Management which is related with treasury and fund management.
- Arranging fund transfers (Corporate-Unit & Inter –Bank)
- Keep track on due details of the bills raised against LC and arrangement of payment of LC in time to avoid Additional interest.
- Opening of Letter of Credit, Bank Guarantee and Corporate Guarantee Operation and verification of LC/BG/CC charges
- Dealing with banks regarding various import related matters
- Keep myself updated with the foreign trade policy.
- Work on process and system improvements in treasury.
- Bill of Entry Submission
- Petty cash Administration
- Forward Contracts & Assist in Forex hedging strategy

D) Accounts :-

- Preparation of Projected Profit & Loss A/c, Balance Sheet as required by the bank authorities
- Unit accounting,
- Payment approving authority for various payments.
- Filing of TDS return and Payment
- Co-coordinating with Internal Accounts department for finalization of account
- Preparation of Working result at Corporate level
- Checking & approval of various quotations/tenders
- Coordinate with various units for various accounting matters
- Verification of Cash & bank Vouchers and Approval for payment
- Preparing cash & fund flow statement, balance sheet, audit reports, sales invoices, debtors' reconciliation and creditors' reconciliation and other financial reports to keep track of financial performance
- Preparing internal & statutory audit schedules on quarterly and yearly basis

4. From Feb 2008 to Aug 2008: Reliance Life Insurance Co. Ltd ,Varanasi as a Customer Care Executive ,E-2 Level , Branch Operation

- **Key Result Areas:** - Agency administration, Financial analysis, Cash Management.
- **Type of Industry:** Insurance

5. From Nov 2006 to Sept. 2007: Bajaj Auto Finance Ltd , Gorakhpur (U.P) as Operation Trainee

- Key Result Areas:** Credit Analysis and approval of auto and consumer loans.
Type of Industry: NBFC

EDUCATION

- 1ST Class 2 Years Full Time MBA(Finance) from Uttar Pradesh Technical University in 2004
- ICWA(Pursuing) from ICWAI, Bangalore Chapter
- B.Com. from Deen Dayal Upadhyay Gorakhpur University in 2001
- 12th from U.P Board in 1998
- 10th from U.P Board in 1996

TRAININGS

- Undergone the following trainings:

- Two Months Summer Training at LIC on the subject of How to check financial leakage and increase revenue.
- Attended seminar on Credit Training Organized by ICRA at Chandigarh
- Won award for Rock Climbing at Nainital Organized by U.P Adventure sports foundation

TECHNICAL SKILLS

- MS Office, Tally ERP 9 and Internet Applications

PERSONAL DETAILS

Date of Birth:	5 th Jan 1982
Present Address:	Mohali
Permanent Address:	Adityapur North Dharmapur Colony, Gorakhpur (U.P.), india
Language Known:	English, Hindi