### CURRICULUM VITAE

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| **DIPTI RANJAN PAL**  Address: Sakthi Mansion,  Krishnappa Street,  Tripplecane, Chennai,  Tamilnadu-600005, India  Mobile- +918118056060  E-mail- [diptiranjanpal91@gmail.com](mailto:diptiranjanpal91@gmail.com)  dpdiptiranjanpal888@gmail.com | C:\Users\EA to DIR(F)\Desktop\PAL\Diptiranjan_photo.jpg |

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| CAREER OBJECTIVE |

To achieve greater heights focus on the organizational strategic intent and put my attention on its essence of winning, achieving the organizational target.

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| PROFESSIONAL QUALIFICATION |

Passed Final Examination of the Institute of Cost Accountants of India (ICAI) in June 2014 Term Examination.

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| COMPUTER PROFICIENCY |

* SAP - FICO
* Tally ERP-9.0
* Microsoft Word, Excel & Power Point.

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| ACADEMIC QUALIFICATIONS |

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| **Qualifications** | **Board / University** | **Year of Passing** |
| ICAI | Institute of Cost Accountants of India | 2014 |
| M. Com  (MA&FS) | Indira Gandhi National Open University | 2021 |
| B. Com (H) | Utkal University, Odisha | 2011 |
| HSEC | Council of Higher Secondary Education,  Odisha | 2008 |
| HSCE | Board of Secondary Education, Odisha | 2006 |

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| STRENGTHS |

* Positive Attitude.
* Ability to complete the assigned task within time frame.

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| EXPERIENCES |

1. **WAPCOS Limited (A Mini Ratna CPSE), (From 26-12-2015 to Continue, i.e.- 5Y 5M).**

**Designation: Deputy Manager (Finance).**

**Job Descriptions:**

* Preparation of Balance Sheet, P&L Account, Cash Flow Statement, Account closing and interpret the financial information to Management.
* Ind-AS, GAAP & IFRS.
* Bills Receivables & Payables.
* General Ledger & Payroll.
* Scrutiny/Concurrence of Tender Documents, Bid Evaluation.
* Package wise Cost Estimates, Cost Control and Monitoring.
* Statutory Compliances, Purchase Orders.
* EPC Contract Management & Project Management.
* MIS and Supervision of all payments under the Projects.
* Scrutiny/Analyse and Issue of Letter of Awards, Issue/Amendment of BOQ,
* Payment Realization from Clients.
* Fixed Assets and Depreciation as per IND-AS.
* Maintain the Financial health of the Organization.
* Budget Preparation, Manage and Variance Analysis.
* Income Tax, GST, TDS, TCS, EPF, ESI and other Statutory Work.

1. **GRIDCO Limited, (From 02-02-2015 to 18-12-2015, i.e. 1 Year).**

**Designation: Finance Personnel.**

**Job Descriptions:**

* Preparing Cash Flow Statement.
* Maintaining Loan Reconciliation Statement.
* Preparation of MIS.
* Preparation of ARR.
* Preparation of Board Memorandum.
* Preparation of Budget & Annual Plan Statement.
* Preparation of Debtors & Creditors Reconciliation Statement.
* Preparation of TDS Certificate.
* CAPEX.

1. **Samantaray & Co, (02-08-11 to 31-08-12 & 01-09-2013 to 31-10-2014, i.e. - 2Y 3M).**

**Designation: Audit Manager.**

**Job Descriptions:**

* Finalisation of Annual Accounts (Balance Sheet and P&L A/c)
* Finalisation of Annual Accounts (Balance Sheet & Receipt and Payment A/c)
* Project Financing
* Project Reports
* Assessment of Tax
* Return Filling of TDS,
* Internal Audit
* Statutory Audit
* Stock Audit

1. **Tanmaya S. Pradhan & Co. (From 30-09-2012 to 30-08-2013, i.e. 1 Year).**

**Designation: Audit Assistant.**

**Job Descriptions:**

* Project Financing
* Project Reports
* Return Filling of TDS,
* Income Tax Computation

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| PERSONAL PROFILE |

Fathers Name : Achyuta Pal

Mothers Name : Nirupama Pal

Age : 30 Years

Gender : Male

Blood Group : A+

Marital Status : Unmarried

Nationality : Indian

Languages Known : English, Hindi, Odia

Hobbies : Playing Cricket, Finding New Ideas & Long Travelling.

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| DECLARATION |

I do hereby declare that above information is true to the best of my knowledge.

Date: DIPTI RANJAN PAL Place: Chennai Signature