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FALCON ID # 57717

Oilfield Services / Accountant

Residential Country : India Nationality : India  
Resume Title : Accountant Notice Period : 1 Days

## EDUCATION

Qualification	Institute / College /university	Year	Country
B.com	Pune University	2005	India

## CAREER SUMMARY

Position	Employer	Country	From Month/ Year	To Month/ Year
Accounts & Commercial Manager	Reputed Company	India	09/2014	/
Sr Executive Excise	Johnson Controls Marine & Refrigeration India Ltd.	India	01/2013	08/2014
Executive Excise	Ultra Engineers	India	04/2012	01/2013
Executive Excise	Hager Electro Pvt Ltd.	India	06/2011	03/2012
Sr Executive Excise	York India Ltd.	India	12/2007	06/2011
Excise Executive Assistant	Bajaj Electricals Ltd.	India	07/2006	12/2007

## ADDITIONAL CERTIFICATE AND TECHNICAL QUALIFICATION

Name Of The Course	Course Date	Valid Upto	Name Of Organisation
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Current Salary (Monthly In Usd): Not Mention Expected Salary (Monthly In Usd): Not Mention

## Additional Skills :

### Achievement

#### Nichrome India Ltd

Inventory management, financial reporting and policy implemented successfully & got appreciation.

New ERP Microsoft dynamix System implemented successfully & got appreciation.

#### Ultra Engineers

Indirect Tax, Exim procedure set as per company policy & legal complained.

No's of EPCG & Advance License Redeemed successfully.

#### Hager Electro Pvt Ltd

Import Consignment Lead time reduce & Customs Clearance made within a two days.

Negotiation done the Successfully with CHA, Warehouse Sales Target gets % OTD.

#### York India Ltd (JOHNSON CONTROLS).

Refund Claims against EPCG Dispatches & get the cheque successfully.

To follow the Strictly DOJ Policy (Department of Justice Singapore Audit, SOX Audit)

All LC against dispatches made successful & get the payments easy for the same.

## Functional competence

Proficiency with accounting software and currently working on Microsoft dynamix

Knowledge of finance, accounting, budgeting, cost accounting & Internal control

Creative thinking skills and ability to solve problems

Strong presentation skills, able to explain concepts concisely and accurately

Define, benchmark and implement operational best practices

Work with all department heads to ensure maximum profitability

Oversee payments of all accounts; ensuring all accounts are paid on time, for debts, bank loans, and other large quantities of money

Address potential risk, analyses and provide remedial actions

Manage finance team, support, train and monitor if all process are effective and efficient

Financial Due diligence and internal controls / SOX compliance

Participate, exercise responsibilities and properly implement the decisions made by relevant committees, Senior Management and Board of Directors of MSBIC

Knowledge in Indian GAAP.

Strong managerial, interpersonal, communication and project management skills

Ensure compliance of the applicable Accounting Standards and regulatory rules and regulations as well as internal policies and requirements

Excellent personal time management, prioritization and deadline adherence

Compliance with all internal and external reporting policies, including tax compliance

Planning, Budgeting and Forecasting – Prepare annual budget, quarterly forecasts and mid-range plans covering P&L and Cash in close coordination with Distribution and Production operations. This includes detailed analysis and communication of performance versus plan, and business strategy support. Identify and communicate relevant risks and opportunities.

Strategic Management.

Adherence to and improvement in corporate policies & Procedures.

Professional and personal trades

Team Player, continuous improvement & good analytical approach

Problem solver on time and work under pressure.

Quick learner and understand production process

Follow three aspects "Trust, integrity and transparency"

## Objective

My major strength is ability to get along with people, sincere & hard working nature. Willingness to accept responsibility and ability to motivate colleagues to achieve excellence.

## Additional Information :

### Employment History

SN

Organization	Reputed Company
Nature of Business	Packaging Machine Mfg.
Duration	September to till Date
Location	Pune
Designation	Accounts & Commercial Manager

SN

Organization	Johnson Controls Marine & Refrigeration India Ltd.
Nature of Business	Project Mfg. –Industrial Engineering
Duration	January to August
Location	Pune
Designation	Sr Executive Excise

SN

Organization	Ultra Engineers
Nature of Business	Forging
Duration	April to January
Location	Pune
Designation	Executive Excise & Exim (Team Leader)

SN

Organization	Hager Electro Pvt Ltd.
Nature of Business	Electrical
Duration	June to March
Location	Pune
Designation	Executive Excise & Exim (Team Leader)

SN

Organization	York India Ltd
Nature of Business	Project Mfg. –Industrial Engineering
Duration	December to June
Location	Pune
Designation	Sr. Executive Excise

SN

Organization	Bajaj Electricals Ltd.
Nature of Business	Electrical
Duration	July to December

Location	Pune
Designation	Excise Executive Assistant

### Summary of Professional Experience

Currently working with Nichrome India Ltd which is Packaging machine manufacturing industries. Its India operation is manage from Pune India.

Finance - Accounts & Commercial Manager.

Presenting a true and fair view of the financial position of the company by preparing financial statements viz, P&L Account, Balance Sheet and Annual reports.

Successful year end closing & opening in Microsoft dynamix ERP

Monitoring and supervising debtors' statements /collections; involved in monitoring creditors account.

Vendor Management

Research & Development accounting.

Monitoring foreign Exchange Transaction for Capital Expenditure and Revenue Expenditure and Foreign earnings .Bank Guarantees and Letter of Credits.

Preparing Executive Information reports to provide feedback to top management on financial performance, inventory and receivables management viz. fund management and aging analysis.

Contributing in the preparation Budgets and Annual Business Plan, and MIS for Board.

Coordinating Statutory, Tax audit, Conducting verification of various books of accounts to detect any possible fraud and ensuring that accounts prepared conform to accounting standards.

Statutory Compliance- Ensuring compliance to the govt. rules and regulations as laid down by statutory authorities' viz Income Tax, GST, Excise & Service Tax, Exim, Provident Fund and VAT department.

Operations Management - Working Capital Management, Co-coordinating with Legal for agreements

Preparation of Project Report and CMA for Bank finance, Bank management & rating agency.

Commercial management.

Prepare and present monthly MIS/KPI result for the divisions.

Monitor & scrutinized expenses for factory and ensure correct allocation of common expenses.

Present detail Expenses analysis on travelling, Overtime, Repair & maintenance, Logistic cost to management team on monthly bases.

Evaluating quarterly internal control monitoring for vendor invoice.

Investment/Fix Asset.

Ensure proper authorization in place for purchases/disposal asset.

Monitoring actual/forecast capital expenditure vs approved budget with project owner.

Ensure proper booking of capital expenses and capitalization is done on time.

Inventory Management:

Conduct periodical physical inventory count and finish good valuation.

Present loss order analysis to management for future orders.

Evaluated actual manufacturing costs and prepared periodic reports comparing actual costs to budgeted production costs

Work with the manufacturing team to analyze manufacturing operations, to identifying opportunities for Cost Reduction

Provide write down provision for raw material, FG and spare part as per company policy.

Monthly follow-up with market company/sales team for liquidation of FG.

Validate the cost of goods sold as part of the yearend closing activity.

