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# **AIM**

Whatever assignment is allotted should be completed with professionalism and perfection.

Dedication and commitment towards work would help in achieving the goal taken

With rapidly changing environment, imbibe the principle of Learning, Unlearning & Relearning in Life

# **WORK EXPERIENCE**

# SEPTEMBER 2014 – OCTOBER 2015 BIRLA LAO PULP & PLANTATIONS COMPANY LIMITED, LAOS PDR, SOUTH EAST ASIA

- Finance & Accounts Head of Department (HoD)
- Finalization of Accounts, Quarterly Statements & Annual Audit
- Commercial negotiations with Contractors, Suppliers for Weeding Services, Supplies for Operations
- Recovery of sticky advances from overseas locations; Balance Sheet clean up
- Liasioning and dealing with senior Central / Provincial Government authorities (Secretary Level) for enforcing the exemptions granted to Company / seeking exemptions
- Establishing internal control mechanisms for Treasury, Cash MIS, Vehicle Operations Report, Plantations Weeding Report, etc.

# JANUARY 2014 – SEPTEMBER 2014 (IDEA GUJARAT CIRCLE)

# MIS

- Preparation of Daily MIS for Corporate Reporting; Assisting in Budget Finalization for Idea Gujarat
- Planning the Budget Formats for information exchange with other Departments

# SEPTEMBER 2011 – JANUARY 2014(IDEA DELHI/ HARYANA CIRCLE)

#### **TAXATION**

 Handling the Litigation related to TDS Cases for both Delhi/ Haryana Circle and maintaining liaison with the Income Tax officials and secured favourable orders reducing tax liability by INR 22 MN for Delhi/ Haryana

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#### DOT

- With the DoT issuing notice for disallowance for deduction worth INR 11,000 MN for FY 08-09 to FY 10-11, handled the task for collating the Certificates / Payment Proofs for submission to DoT
- Securing the Certificates from our statutory Auditors for Inter-Circle Knock Off and TDS for both Delhi/ Haryana Circle worth INR 6,000 MN

#### **REVENUE**

- Instrumental in Securing a Credit Note from Vodafone to the extent of INR 9 MN in relation to Locked Sites for the period Nov-12 to Mar-13 in relation to 3G ICR Costs
- For Postpaid Revenue with the migration in Jan'13 from BSCS VI to BSCS IX, handled the migration of Debtors, Security Deposit and working with the new Reports and streamlining the Processes
- Hardware Business for Delhi / Haryana: Streamlining the Processes of FOC Stock Issues and subsequent collection against the same. Strict Control over the same helped in reducing the Market Inventory from 6000 to 2000 Data Cards and releasing the Working Capital to the extent of INR 5 MN amounting to 50% of Monthly Sales
- Implemented the Collection Process through Cash Pick Up in order to reduce the lead time in form of Cash Lying with Sales Team

# FEBRUARY 2010 TO SEPTEMBER 2011 (IDEA GUJARAT CIRCLE)

# **TAXATION- INCOME TAX**

 Handled the Litigation faced by Gujarat Circle in relation to alleged non-deduction of TDS and successfully helped in reducing the demand from INR 100 MN TO INR 40
 MN by taking the credit for taxes already deposited by over 1000 distributors

#### **TAXATION- SERVICE TAX**

 Finalization of the Service Tax Liability and CENVAT Credit to be sent to Corporate on a monthly basis

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 Have worked in Finalizing the CENVAT Credit Register for three years and helped the company in securing the CENVAT Credit worth INR 800 MN

# **NOVEMBER 2009 TO FEBRUARY 2010 (IDEA CORPORATE/ IDEA DELHI)**

 Management Trainee working on behalf of Idea Corporate with Idea Delhi Circle and learning the finer aspects of the telecom accounting and regulatory compliance

#### **AUGUST 2006 TO AUGUST 2009**

Worked as an Article Assistant with M/s. Ashok Bhogilal Shah & Co., Ahmedabad

# **AWARDS/ RECOGNITION**

- Nominated for the Emerging Professional Award for Year 2013 Edition of Aditya Birla
   Awards for Outstanding Achievement based on the Achievements in Year 2012-13, <u>among</u>
   the top 200 Professionals employed by ABG across the world
- Second Runner Up in the Collaborate to Excel Competition held under the Year 2012
   Edition of Aditya Birla Awards for Outstanding Achievement (<u>Among the Top Three Teams</u> out of the over 200 Teams who competed from across the world)
- R&R for helping Idea Delhi save INR 9 MN in 3G ICR Costs for Delhi Circle
- R&R for helping Delhi/ Haryana Circle save INR 22 MN for AY 2011-12 TDS Liabilities in relation to Discount on SIM/RV
- R&R for helping Idea Gujarat reduce the income tax liability in relation to TDS matter by 6
   MN
- R&R for helping Idea Gujarat save CENVAT Credit for INR 800 MN

# **MEDALS**

- K.V. Chandramouli Prize from ICAI for the Best Paper in Statistics at the Professional Education Level-1 (Equivalent to Foundation of CA Exams) conducted by ICAI in May, 2005
- Received a commendation Letter from the College Principal for securing highest marks in three subjects simultaneously in a Single Examination in the whole class (FY B.Com Sep'04 Exams)

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3. Participated in Debate Competitions, Sports Events & GK Quiz at the School Level and have secured a position among the top three in all of them

# **EDUCATIONAL QUALIFICATIONS**

- 1. Secured All India Rank (AIR) 7 in the Final Level of Company Secretary Programme held in June, 2009
- Secured AIR 31 in Final Level of Chartered Accountancy Exams conducted by ICAI in November, 2008
- 3. Cleared B.Com. with 76% Marks in Year 2007 from H.L. College of Commerce affiliated with Gujarat University and accredited with A+ Grade by NAAC
- Secured AIR 25 in Intermediate Level of Chartered Accountancy Exams conducted by ICAI in May, 2006
- Secured AIR 29 in Foundation Level of Chartered Accountancy Exams conducted by ICAI in May, 2005
- **6.** Secured **87.4% Marks** in the **Class XII Exams** organized by the Central Board of Secondary Education (**C.B.S.E.**) in **March, 2004** (**Stood First in Gujarat State in CBSE Exams**)
- 7. Secured 88.8% Marks in the Class X Exams organized by C.B.S.E. in March, 2002

# **SWOT ANALYSIS**

# Strengths:

- 1. Analytical Mindset with focus on the important data points and good presentation skills
- 2. A good negotiator while Dealing with the external parties on behalf of Organization
- 3. Building up processes and teams for ensuring smoother workflow

# Weaknesses:

- Too much focus on planning sometimes taking away the importance of Implementation
- 2. Devoting time on trivial things leading to delays in other Important areas

# **Opportunities:**

Given a team, can execute the project by doing impeccable planning and monitoring implementation with highest quality standards at the least cost through effective negotiating and building up processes for making the Project independent

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#### Threats:

Taking too much onus on self without effective delegation to team, but has been taking care of the same by creating processes and fixing responsibility and accountability for team members and monitoring the deviations with an overall supervisory approach

# **FAMILY BACKGROUND**

Father is an FCA having retired after being the Chief Controller of Accounts & Finance with an Indian MNC with operations across the world. Sister is a qualified gynaecologist working as a Resident Doctor in Warangal, Telangana

#### **REFERENCES:**

#### 1. Mr. Shailendra Sitani

Joint President, Birla Lao Pulp & Plantations Savannakhet, Laos PDR (M) +856-20-59060234

#### 2. Mr. Parag Khanna

Vice President (Marketing Head) Idea Delhi & Haryana Circle A-68, Sector-64, Noida-201301 (M) +919990035665

#### 3. Mr. Anil Mittal

GM, Finance & Accounts, Idea Delhi & Haryana Circle, A-68, Sector-64, Noida-201301 (M) +919990009412

# 4. Mr. Bhaven Doshi

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Idea Gujarat Circle,
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