



## CONTACT



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## SKILLS

- ❖ Financial Analysis & Reporting
- ❖ Monthly Book Closing, Financial Statements
- ❖ Accounts Payable & Receivable
- ❖ Treasury management
- ❖ Bank reconciliation
- ❖ Management information System
- ❖ Intercompany Accounting
- ❖ Fixed Asset
- ❖ Payroll, Salary disbursement
- ❖ Team Management/Team Lead

## SOFTWARE

### PROFICIENCY

- ❖ Oracle
- ❖ Microsoft Navision
- ❖ Tally
- ❖ Newgen Omni Docs

# Abhisek Beura

**Assistant Manager-Finance at Modex Trading (A Unit of Major Brand India Pvt Ltd). Ahmedabad**

## Summary

- ❖ Competent professional with more than 8 years of experience in Financial Reporting & Analysis, Treasury management, Bank Reconciliation, Accounting & Budgeting.
- ❖ Possess good analytical, communication and interpersonal skills.

## Education



**Utkal University**

Bachelor of Commerce – Bachelor in commerce, Accounting  
2009 - 2011



**Regional College of Management (RCM), Bhubaneswar**

Post graduate diploma in management, Accounting and Finance  
2012 – 2014

## Experience



**Assistant Manager-Finance**

**Modex Trading (A Unit of Major Brands India Private Limited)**

**Oct 2019 - Present (1 year 11 months +)**

**Ahmadabad, Gujarat, India**

- ❖ Handling all activities related to finance & treasury.
- ❖ Preparing cash/liquidity report (consolidated cash balance per account, entity, region & submit for review.
- ❖ Preparing report related to collection & Revenue like sales report, age analysis for customer.
- ❖ Prepare vendor payment file for Local & Import, update cash flow statement, to ensure end to end seamless payment process.
- ❖ Preparing consolidate FX exposure reports mostly on EUR/USD/GBP/SGD entity, Regional & group level. Getting deal from various bank for best rate & Hedge commitment for FX deals executed.
- ❖ Liaising with bank for Trade facility like Bank Guarantee, Letter of credit, invoice financing, corporate credit cards.
- ❖ Maintain schedule for bank borrowing & repayment. (Long Term Loan (Capex Financing)/ Short term Loan/Overdraft (Working Capital).
- ❖ Liaising with bank to optimize Interest expense/Bank fee.
- ❖ Provisioning of expenses on monthly/quarterly/yearly closing of books of accounts.
- ❖ Manage all inter-company flows in & out.
- ❖ Directly coordinating with external auditors to address queries and clarify issues relating to companies' financials.
- ❖ Reviewing day to day finance and accounting operations.

## IT SKILLS

- ❖ MS Power point
- ❖ MS Words
- ❖ Oracle Fusion

## ACTIVITIES & INTEREST

- ❖ Photography
- ❖ Travelling
- ❖ Listening Music
- ❖ Learning Language
- ❖ Volunteering

- ❖ Review and approve payment vouchers & journal entries.
- ❖ Review & Filling of Monthly Withholding Tax Return.
- ❖ Review & Filling of Monthly Contract Reporting.
- ❖ Review and amendments of finance & accounts policies and processes.
- ❖ Preparing regulatory reporting for Banks- FATCA, KYC, CRS
- ❖ Played a Key Role in (SIT & UAT) while Implementation of Accounting Automation from Oracle to Omni flow (NewGen) Software.
- ❖ Implemented Host to Host Integration (For Payment Automation & Bank Recon) with Oracle & BankSystem. (Standard chartered, Mashreq Bank, HSBC Bank)
- ❖ Handling a team consist of 10 people. Conduct weekly training, team building, team coordination & bonding activity to have smoother work within team.



### Senior Accountant

#### Apparel Group

**February 2016 - September 2019 (3 years 8months)** Doha, Qatar

- ❖ Manages treasury function, including meeting short and long-term funding needs.
- ❖ Performs daily corporate cash management and forecasting activities.
- ❖ Monitors and manages company's daily cash position.
- ❖ Handles daily liquidity management.
- ❖ Payment initiation in bank & Prepare Cheque for supplier. (I.e., ACH, RTGS, BT)
- ❖ Oversees daily management of cash and debt.
- ❖ Reviews preparation of cash flow projections.
- ❖ Review & Prepare Loan Scheduled for re payment of bank borrowing. (I.e. Short term loan, long term loan, overdraft & Trade finance)
- ❖ Develops and implements cash management operational strategies.
- ❖ Reviews & Post monthly interest expense and accruals & Post journal entry.
- ❖ Ensures compliance with internal controls, policies and procedures in day-to-day conduct and supervision of cash management activities.
- ❖ Recommends and implements improvements to current cash management processes.
- ❖ Oversees cash functions, including cash positioning, cash reporting and forecasting, borrowing, wire payments, FX management and hedging, bank account setup and maintenance, and bank relationship management.
- ❖ Application & Amendments of Bank Guarantee, Letter of credit, Bonds.
- ❖ Helps with implementation of treasury workstation, bank software or other treasury technology.
- ❖ Assists with preparing regulatory reporting for Banks- FATCA, KYC, CRS
- ❖ Trains treasury staff on developmental goals in support of the Assistant Treasurer and Treasurer.



### Account Executive

**November 2013 - January 2016 (2 years 3 month)**

**Bengaluru, Karnataka, India**

- ❖ Daily Cash & Card Collection from store & deposit in Bank
- ❖ Daily Sales tender verification & Match with system sale
- ❖ After finalization posting of sale to oracle
- ❖ Checking daily bank/POS statement for receivable & match with system data for variance
- ❖ Invoice Processing Including PO & Non-PO
- ❖ Issuing payment to vendors
- ❖ Passing journal in system
- ❖ Handling inventory management
- ❖ Stock receiving in system & Stock Out word
- ❖ Damages return to vendor & prepared transfer copy called trip sheet, Inter Branch Transfer.