

CA CHINTAN SHAH

Chartered Accountant | Senior Executive @Aculife Healthcare Private Limited
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SENIOR EXECUTIVE & CHARTERED ACCOUNTANT

-Rich experience in driving financial leadership across prominent organization with proven success in ensuring optimum results-

Result-oriented Professional with +7 years of experience in managing overall finance function in conceptualizing and implementing financial planning & management, procedures and controls, maintenance & finalization of accounts, working capital management, profitability monitoring, capital restructuring, project implementation, and building internal financial controls.

Possess remarkable track record of meeting assigned targets in an efficient and effective manner, dealing with internal and external customers. Competent problem-solver with proven capabilities of working in dynamic teams in a fast-paced environment.

PROFILE SUMMARY :

- 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.
- Preparing and analysing quarterly, half-yearly and annual reports and accounts for periodical reporting and presenting to directors.
- Excellence in monitoring cash flows and ensuring that funds are arranged in the most cost effective manner after projecting accurate cash forecast ensuring that there is no shortage of cash in hand.
- Building, maintaining, and improving complex data analysis models that help clients track their business and take strategic decisions.
- Experienced in performing monthly closing activities involving finalization of monthly accounts and preparation of Balance Sheet and Profit & Loss statement of the company.
- Track record of overseeing financial statements including trial balance, bank reconciliation reports, profit & loss account, age-wise accounts payables & receivables statements and balance sheets.
- Actively building and managing the relationships and interface with internal team and other deal advisory professionals.
- Technical Skills: Tally, SAP, GST Overview, Microsoft Excel, Microsoft Word

CORE COMPETENCIES:

Financial Accounting & Administration	Financial Control	Financial Reporting
Payroll Accounting	Statutory Compliance	Cash Management
ERP Implementation	Working Capital Management	Bank Reconciliation

PROFESSIONAL QUALIFICATION

EXAMINATION	MONTH - YEAR	INSTITUTE	MARKS (%)
C.A – FINAL	NOV - 2015	ICAI	52.25
C.A – IPCC	NOV – 2012	ICAI	55.14
C.A - CPT	DEC – 2011	ICAI	52.50

ACADEMIC QUALIFICATION

EXAMINATION	MONTH – YEAR	BOARD/UNIVERSITY	MARKS (%)
B.Com(all Semester combine result)	APRIL – 2014	Gujarat Uni.	71.90
XII std.	MARCH – 2011	GSHSEB	84.43(99.06 Percentile)
X std.	MARCH – 2009	GSHSEB	81.09

WORK EXPERIENCE :

Senior Executive Account & Cost
Aculife Healthcare Private Limited

Dec-2019– Present

- Preparing and presenting closing stock data to bank on monthly basis.
- Audit of Expenditure in Foreign Currency of Employees Overseas and solving related Queries.
- Audit of Expenditure in Foreign Currency of Domestic Employees and solving related Queries.
- Preparation and presentation of MGT MIS. Bank Interest Calculation
- Preparation and presentation of Monthly MIS reports.
- Preparation and presentation of Balance sheet and Profit & Loss Account as per Revised Schedule III.
- Preparation and presentation of notes to account as per Revised Schedule III on Quarterly basis.

- Preparation and presentation of Balance sheet and Profit & Loss Account of NIRLIFE MEXICO S.A DE C.V. as per INDIAN GAAP on Quarterly basis.
- Liaising with statutory auditors and dealing with any presentational changes related to financial statements.
- Submission of Form AOC -1 in respect to foreign subsidiary NIRLIFE MEXICO S.A DE C.V. and AURANTIS INDUSTRIA FARMACEUTICA LTDA (Brazil) to fulfil the requirement of Companies Act, 2013.
- Physical Verification of Stock at regular intervals.
- Tax Calculations of Employee overseas.
- Preparation and presentation of Financial Projections for Various Banks and rating agencies.
- Tackling Microsoft Excel related issues and providing training to staff in respect to Microsoft Excel.
- Consolidate the Financial statement.
- XBRL preparation.

Executive Audit

Jan-2018– Nov-2019

Flourish Purefoods Private Limited

- Analyse, design, monitor the implementation of various significant flows of transaction, and identify risk associated with various account balances
- Plan and execute operational audits under different statutes, of various business areas of the client using risk-based audit methodology.
- Facilitated financial and operational audits, working with internal and external managers to communicate recommendations or issues surrounding audits.
- Collaborated with high-performance manager/senior manager on engagement method and executed plan using risk-based approach.
- Effectively managed audit engagement teams, performed timely review, and provided honest and constructive feedback.
- Analysis all audited vouchers to establish clear Financial and Management authority chart and strictly obey in operation.
- Approval of PO considering audit parameters like Quotations, Vendor Approval, rate approval, work specifications. etc. (In Case of Decision Note)
- Audit & verification of salary, Full & final, Bonus of members as per SOP.
- Physical Audit Cash, Plant & Machinery & Stock at Plant and various outlets.
- Purchase Bills & All other Expenses to be audited.
- Timely Viewing of Agreement & AMC Contract.
- Review of log Book & Inward Outward Material Register.
- Debit Note/Credit Note of Vendor.
- Statutory Compliance Audit like GST, PF, Esic, PT, TDS etc.
- Audit of Rent Agreement and Rent Payable.

Chartered Accountant**Jan-2017–Dec-2017****Raudra Technocrats Private Limited**

- Evaluate financial information obtained from clients to determine strategies for meeting clients' financial objectives
- Review clients' accounts and results regularly to determine whether economic development or financial performance indicated a need for plan revision.
- Monitor preparation of statutory books of accounts, bank reconciliation and consolidated reports in compliance with time & accuracy norms.
- Administer financial statements including trial balance, profit & loss accounts, age-wise accounts payables & receivables statements and balance sheets.

Chartered Accountant**Apr-2016–Dec-2016****M/s. Bharat H. Shah & Co.**

- Perform statutory audit, tax audit, limited reviews, and certification assignments.
- Bank Stock Audits, Project Finance, Statutory Audits and TDS Returns.

ARTICLESHIP**Feb-2013–March-2016****M/s. Shah Patel Shukla & Associates**

- Performed detailed analysis of the collected accounting data for various client organisations along with handling Tax audit of various diversified fields.
- Prepared & E-filing of Income tax, TDS and VAT returns of various assesses while writing accounts of individual and partnership concerns and presenting annual information return to the management.
- Provided recommendations on internal control and process improvement besides maintaining a high standard of precision in all predictions and calculations.

COMPUTER SKILL

- Exposure to various Accounting Packages viz. Tally (Latest Version), SAP and other Packages such as Genius etc.
- Completed 100 hrs. Computer training from ICAI as a part of ICAI curriculum which includes Basics of Computer, Microsoft Tools.

KEY ACHIEVEMENTS:

- I cleared my CPT, IPCC and CA Final Exam in FIRST Attempt.

PERSONAL DOSSIER:

Date of Birth	1 st October, 1993
Address	New Ranip, Ahmedabad-382470
Marital Status	Married
Languages Known	Gujarati, Hindi and English

I hereby affirm that the information in this document is accurate and true to the best of my knowledge.

Place: Ahmedabad

Chintan P. Shah