**G.CHALAPATHI RAO**

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Rajkot – 360005, India

**STATEMENT OF PURPOSE: In pursuit of assignments in Finance & Accounts with a growth oriented organization of repute.**

***CONSPECTUS***

* An incisive professional with **24 years of Post qualification experience** in Finance and Accounts that to in **Manufacturing field covering Heavy Engineering, Chemicals and Automobile Industry.** Currently designated as Asst. Vice President – Finance and Company Secretary with M/s.TIRTH Agro Technology Pvt Limited with a Turnover of about Rs.700 Crores+.
* Independently handling the CFO and Company Secretary profile for the last 10 years.
* Member of the **Senior Management Team** (**Leadership Team**) for the last 10 years.
* Member of the T.P.M (Total Production Management) Secretariat.
* **Chairman of the O.T.P.M.(Office TPM Pillar)**
* Rich experience in managing entire gamut of Finance and Accounts operations inclusive of financial planning, Treasury, budgeting, Costing, Taxation, Internal Audit, accounting systems, and MIS on overall operations of the company.
* Proficient at finalization of accounts, cash management, budgeting & forecasting.
* Have exposure in working at an IT Enabled Accounting environment;
* **Excellent Working knowledge in SAP R/3 (FICO), and Business Warehouse Reports**
* Lead Power User for SAP (FICO) and experience in stabilizing the SAP after its implementation.
* Effective communicator with excellent numerical abilities & ability to work under pressure. Possess a flexible & detail oriented attitude.
* Experience in **Indirect and Direct Tax** areas like Customs, Excise, VAT, Service Tax, Income Tax and its procedural compliances thereof.
* Experience in **Costing, Budgeting and MIS** related functions.
* Experience in Techno commercial decisions like Sourcing the Materials and Services.
* Experience in **working with Global teams** in various disciplines like Controlling, Treasury, IT, Sourcing and Sales teams.
* Key Member of the SAP implementation team in 3 companies.
* Experience in Managing Internal Audit team.
* Experience Multiple Branch accounting and Management.

***KNOWLEDGE PURVIEW***

Summary of the various functions include the following activities:-

**Finance:**

* Effective Funds management to reduce overall cost of funding.
* Establish Lines of Credit for Long term **(Term Loans, Bridge Finance)** as well as short term funding requirements like **Working Capital**.
* Trade Finance including Pre shipment and post shipment Credit by effectively reduce the Interest costs.
* Handling of Letter of Credits for Imports as well as Exports.
* Compliances with respect to FEMA/RBI guidelines with respect to Import as well as Exports.
* Hedging/Forward contracts to take care of Forex Fluctuations and its compliances.

**Statutory Compliances:**

* Hands on Experience in the areas of Excise, Customs and Service tax, VAT and GST Areas and its compliances thereof
* Providing operational guidance for application of appropriate indirect tax on purchase, sale and Service Tax transactions.
* Providing technical oversight to the **indirect tax compliance** team for ensuring timely and accurate indirect tax filings.
* Tax payments as per the due dates and subsequent filings under various Tax Laws including Income Tax, Service Tax, Customs, VAT Laws etc monthly, quarterly and Yearly.
* Attending the various notices under Income Tax, VAT, and Service Tax before the Assessing Officers / Tribunals.
* Coordination with various Govt.Agencies like Income Tax, VAT, Service Tax, SEZ customs and other govt. authorities.
* Timely completion of the Audits under Income Tax (Tax Audit, Transfer Price Audit) VAT audit, Cost Audit and Filing of returns with in the due dates.
* Hands on experience on Transfer price Documentation and Audit under Income Tax Act.
* **Experience in Handling BIG – 4 Audit Firms**.

**Controlling:**

* Timely completion of Statutory Audit, Tax Audit, VAT Audit and Transfer Price Audit (experience in handling Big 4 CA firms) and subsequent compliances with respect to MCA, Income Tax Act and VAT Act.
* **Global Reporting (MIS)** – weekly / monthly reporting both as per Global guidelines with hands on experience on HFM (Hyperion Financial Management.)
* Annual Plans **(BUDGET)**, Rolling Forecasts, variance analysis, Performance Management, Margin Management, Deviations.
* Internal controls (sample checks, control checklists, action plans).
* Experience in handling Internal Audit conducted by 3rd party as well as In house Team and its compliances for the deviations.
* Successfully Claimed the Refund from Service Tax Department.
* Also claimed the Interest and Principal amount from the Ministry of Textiles under TUFS.

**Accounts:**

* Sales Accounting, Receivables Management and Credit control.
* Purchase Accounting including Import bills accounting, Payables management.
* General Ledger includes review and analysis various kinds of analysis.
* Fixed Assets Accounting including Capitalisations.

**Costing:**

* Identify various costs and arrive the cost of the product.
* Provide the cost info to the management at regular intervals and its margin analysis.
* Provide the product wise profitability analysis at regular intervals to the Management team.

**Secretarial:**

* Convening the Board meetings, AGM, EGM, and Preparation of Board related papers, Preparation of Minutes of the meetings.
* Compliances under the Companies Act like Increase of Share Capital, Allotment of Shares, and Submission of Annual Returns, Change in Registered office, Registration of Charges and its satisfaction there of etc.,

**Staff Management:**

* Identify the staffing requirements, selection of candidates, training and effective utilisation of Manpower resources.
* Excellent Communication and Leadership skills, people Management.
* Identify the Key result areas; assign the Performance/Bonus Goals and Objective assessment of the goals as per the Global standards.

**Techno Commercial Function: (Head of Sourcing)**

* Experience in handling Purchases as well as services to the tune of around Rs.120 Crores per year including Import purchases.
* Project purchases to the tune of around Rs.100 Crores + includes Import purchases and Services.

**Having experience of 10 years + Local Management Team/Leadership team to manage the company under the guidance of Managing Director/CEO of the company.**

**CAREER HIGHLIGHTS**

1. **TIRTH Agro Technology Pvt Ltd** – Rajkot, Gujarat (June-2012 to till date) as Asst. Vice President – Finance and Company Secretary.

Tirth Agro was established in 2000 and during the 16 years of its existence, it reached a turnover of Rs.704 Crores and is expected to reach about Rs.900 Crores in 2017-18. Tirth Agro is engaged in the Business of Manufacturing of Agri/Farm Equipments (Engineering/Auto Component Industry) mainly for **FARM mechanization like Rotary Tillers, Hole Digger, Slashers, Bailers, Shredders, Platforms, Sprayers, Harvester etc.,** The Company commands 60% market share of their products and the same are sold under the brand name **“Shaktiman”** which is a Registered Trade Mark.

**Key Highlights of this assignment:**

* Head of Finance & Company Secretary, leading a team of 18 persons.
* Reporting to Managing Director and also Chairman.
* Member of the **Local Management Team**
* **Secretarial Compliances under the Companies Act.**
* Steering committee member – TPM.
* Taking care of Internal Audit Function.
* Successfully implemented SAP FI-CO module and established the systems and controls as Per the SAP processes.

Functions include Taxation compliances, reporting internally and externally, Treasury management, Budgetary control, MIS, Secretarial, Project accounting and capitalization of assets to the tune of Rs.100 Crores, Tax Management both Direct and Indirect taxes.

2. **Ahlstrom Fiber composites India Pvt Limited**- Mundra- Gujarat (June-2009 to June-2012) as Finance Controller and Company Secretary.

Ahlstrom is a global leader in the development, manufacture and marketing of high performance fiber-based materials. Nonwovens and specialty papers, made by Ahlstrom, are used in a large variety of everyday products, such as filters, wipes, flooring, labels, and tapes.

A manufacturing company, set up in Mundra Port and Special Economic Zone- Mundra to produce Non-Woven Medical Fabrics caters to the needs of Hygiene Industry with an expected turnover of around Rs.2000 Millions in the year 2011-12. Set up a state of Art facility to produce 12000 MT of Non-woven Medical Fabrics with a project size of about Rs.3000 Mio, cater to Exports and Domestic market.

**Key Highlights of this assignment:**

* Head of Finance & Company Secretary, leading a team of 7 persons.
* Reporting to Managing Director and Area Business controller for Non Wovens. (Global position)
* **Secretarial Compliances under the Companies Act.**
* Member of the **Local Management Team**
* Steering committee member – Safety.
* Successfully implemented SAP FI-CO module and established the systems and controls as this a new manufacturing location.
* Experience in Hyperion Financial Management (HFM) system for global reporting
* Head of Sourcing for materials as well as services for the company.
* Negotiation and finalization of Service contracts like Hiring of Buses, Cars, Security, House Keeping, Gardening and other CHA related contracts.
* Negotiation and Finalization of all Raw materials, Chemicals, Additives, packing materials and Stores and Spares items for the plant.

Functions include SEZ compliances, reporting internally and externally, Treasury management, Budgetary control, MIS, Secretarial, Project accounting and capitalization of assets to the tune of Rs.2500 Mio, Tax Management both Direct and Indirect taxes.

3. **Diamond Dye Chem Limited**- Ankleshwar- Gujarat. (Aug-07 to June-2009) as General Manager – Finance, IT and Company Secretary.

A manufacturing company, which, manufactures Optical brightening agents, a chemical which enhances whiteness & brightness, having a turnover of Rs.1800 million.

The company is 100% subsidiary of **CIBA INDIA LTD,** a Swiss based MNC company, engaged in Specialty Chemicals business, having turnover of Rs.6000 million.

**Key Highlights of this assignment:**

* Head of Finance & Company Secretary, leading a team of 9 persons.
* Reporting to Executive Director – Operations and CFO- CIBA India Limited
* Member of the **Leadership Team**, the highest body of the organization which decides and designs the entire business strategies and Overall major corporate decisions
* Successfully implemented **SAP FI-CO module.**
* **Secretarial Compliances under the Companies Act.**

**Total ownership of the entire Accounts,** MIS, Budgeting, Controlling, Treasury, Corporate tax, Project accounting & monitoring, Production accounting & costing, Information technology functions and company Secretarial functions.

4. **Reliance Industries Limited – Dahej - Gujarat. (July ’03 to July ‘07.)**

As General Manager – Finance and accounts in one of its group companies, M/s. Indian Petrochemicals Corporation Limited (IPCL) - Gandhar Complex (Dahej near Bharuch- Gujarat).

Experience:

1. Reporting to Vice President - Finance.
2. In charge of Materials Finance function covering Imports as well as domestic Purchases with a volume of Rs.3000 Crores.
3. Preparation of Cash flow requirements
4. Liaison with Bankers on day to day requirements with respect to the above referred functions.

5 **THE WATERBASE LIMITED, Chennai - (Sept’99 to June, 03)**

**About the Company:**

*An* ISO: 9001: 2000; part of Thapar Group and is the largest Integrated Aquaculture Company in India. The company is into Exports of Seafood and Domestic Feed Marketing. This is a 100% export oriented unit having its factory near Nellore, Andhra Pradesh. The Total Turnover of the Company was Rs.100 Crores.

**Experience:**

1. Reporting to Finance Controller of the Company.
2. In charge of Accounts, Finance and Secretarial Depts.
3. Instrumental in implementing the Customized integrated software for all the divisions.
4. Preparation & consolidation of budgets Vs. Actual and MIS preparation
5. Liaison with Bankers, Income Tax, Sales Tax Authorities on various matters.
6. Management Representative for Implementation of ISO 9002 in Finance & Accounts Dept.
7. In charge of Software and Hardware requirements and its maintenance.
8. In charge of Insurance requirements of the company for its stocks and Assets.

6. **K.C.P. Ltd., Chennai. - (Dec, 97 to Aug, 99)**

**About the Company:**

KCP, an ISO 9002 company is one among India’s leading Industrial groups producing cement, sugar and heavy industrial machinery. KCP had also installed over 45 sugar plants and 12 cement plants across the globe over a period of 58 years of its existence. KCP has transformed into 175 Crores growing industrial force charged with new technologies and new commitments. It has received ISO 9002 certificate from Lloyds Register of Quality Assurance Ltd.,

**Experience:**

Reporting to General Manager (Finance)

1. Instrumental in implementation of New Financial accounting package.
2. Preparation & Consolidation of Budgets, MIS data of the company and analysis of data.
3. In charge of Costing & Accounts Depts. of the factory and day to day affairs of Accounting Functions.
4. Liaison with Income Tax Authorities, Registrar of Companies on Income Tax and Company Law matters.

7. **BLUE BELL TEXTILES LTD. – Chennai. (Apr 93 to Nov 97)**

**About the Company:**

The Company started in the year 1989 with a factory at Arakkonam, Tamilnadu. During my tenure, the installed capacity of the factory increased to 13000 spindles from 4800 spindles. Thus the turnover of the company increased from 1.85 Crores to 8 Crores.

**Experience:**

I was instrumental in streamlining the accounts and stores departments in a systematic manner. I also designed the computerized accounting system for the company. Also, involved in organizing additional finance facilities from various NBFC’s to keep up the pace of growth.

I was reporting to the Chairman and Managing Director. I was heading Accounts, Finance, Secretarial and General Administration Departments.

8 In **Sastri & Shah and Rasappan & Co.,** (Chartered Accountants) - (Apr 87 to Mar 93)

**Major Works undertaken:**

**Statutory Audit:**

1. MRF Limited
2. Tirukoiloor Oil Mills Ltd

**Internal Audit:**

1. Mafatlal Dyes & Chemicals Limited
2. Hoechest India Limited
3. Tamilnadu Cements Corp. Limited

**General Exposure**:

1. Thorough knowledge in Computerized Accounting system, including formulation of the systems.
2. Good exposure in liasioning with IT authorities, Commercial Tax Authorities, Excise Departments, Banks, Internal Auditors, Statutory Auditors and Cost Auditors Etc.,
3. Considerable knowledge in Tax planning and cost control system.

Commendable practical knowledge in preparation of statutory returns in connection with Sales Tax, Income Tax and Registrar of Companies etc.,

**ACADEMIC PROFILE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course of Study** | **Month & Year of Completion** | **Name of the Institution** | **Class** |
| **ACADEMIC:** |  |  |  |
| B.Com | Apr, 1985 | Govt. Degree College, Tiruvuru | I Class |
| P.G.D.C.R.S. | Apr, 1986 | Andhra University, Visakhapatnam | II Class |
| **PROFESSIONAL:** |  |  |  |
| C.A. | Nov. 1992 | I.C.A.I., New Delhi | - |
| C.S. | Dec, 2004 | I.C.S.I., New Delhi | - |

**SUMMARY OF CARREER PROFILE:**

|  |  |  |  |
| --- | --- | --- | --- |
| Sl. No. | Organization | Designation | Period |
| 1 | Tirth Agro Technology Pvt Limited – Rajkot, Gujarat | Asst. Vice President - Finance and company Secretary (from Apr-17 onwards)  Finance controller and Company Secretary (upto Mar-17) | Apr-17 to till date.  June-12 to Mar-17 |
| 2 | Ahlstrom Fiber composites India Pvt Limited | Finance Controller and company Secretary | June-09 to Jun -12 |
| 3 | Diamond Dye Chem Limited | General Manager- Finance, IT and Company Secretary | Aug-07 to June 09 |
| 4. | Reliance Industries Limited ( IPCL) | General Manager – Accounts | July ’03 to July 07. |
| 5. | The Waterbase Limited, Chennai | Manager – Accounts | Sept’99 to June, 03 |
| 6. | K.C.P. Limited, Chennai | Cost Accountant | Dec, 97 to Aug, 99 |
| 7. | Blue Bell Textiles Limited, Chennai | Finance Manager | Apr 93 to Nov 97 |
| 8. | Sastri & Shah, C.As, Chennai | Team Leader | Apr 90 to Mar 93 |
| 9. | Rasappan & Co., C.As, Chennai | Articled Clerk | Apr 87 to Mar 90 |

**COMPUTER PROFICIENCY**

* Lead Power User of SAP (FICO) and Implementation Experience in SAP in

2 Companies. Hyperion Financial Management.

* 14 years of working experience on SAP R/3 (FICO)
* MS Office applications like Excel, Word and Power Point.
* Undergone training in PEOPLE SOFT 6.0 and 7.0 Financials – GL I, GL II,

Account Payables and Account Receivables.

* Oracle based Custom Designed RDBMS package for F & A.

**TRAININGS**

* Leadership training programme conducted by ACE Foundation.
* Effective Personal Productivity conducted by Leadership Management International.
* ISO 9000:2000 AUDITOR/Lead Auditor Training course conducted by TQMI.
* Two day training programmes conducted by Management Study circle on Accounting Standards and Working capital Management.
* Two day Management Development Programme conducted by Indian Institute of Foreign Trade(IIFT) on Policy and Frame work of SEZs in India.

**PERSONAL DETAILS**

Date of Birth & Age : 10.01.1963 & 53 Years

# Marital Status : Married

Citizenship : Indian

Languages known :

Speak : English, Telugu, Tamil & Hindi

Read & Write : English, Telugu & Hindi

**CANDIDATE INFORMATION SHEET OF**

**Mr. G. CHALAPATHI RAO**

|  |  |
| --- | --- |
| **Date** |  |
| **Name** | G.CHALAPATHI RAO |
| **Current Company & Designation**  **Current Location** | M/s. TIRTH Agro Technology Pvt Limited- FARM Implements company having a Turnover of Rs. 700 Crores. (Engineering/Auto Component Industry) |
| **Contact Details**  **a) Telephone Numbers**  **(Residence & Mobile)**  **b) e-mail address**  **c) Skype ID:** | 9909947199, 9724145030 |
| [Chalapathi42@gmail.com](mailto:Chalapathi42@gmail.com)  Chalapathi.rao51 |
| **Date of Birth(dd-mmm-yy)** | 10-01-1963 |
| **If selected** |  |
| 1. **How soon are you available** 2. **Current Notice period** | **45 days minimum required on payment basis.** |
| **3 months’ notice period** |
| **Current Span of Control**  **(No. of people reporting to you)** | **20 people** |
| 1. **Work Experience**   **a) Total Work experience: (yrs.)**  **b) Experience with Current Co: (yrs.)** | **24 years** |
| **5 Years +** |
| **Work areas of your interest** | **Finance and Accounting, Costing, Taxation, sourcing, Secretarial functions, Legal.** |
| **Companies / Industries**  **a) Preferred to work with**  **b) to be avoided** | **Manufacturing and process industries** |
| **Infrastructure and service industries** |
| **Willingness to relocate**  **a)Yes / No**  **b) if only to specific places, pls. mention them** | **Yes** |
| **Hyderabad, Pune, Ahmedabad, Vadodara, Surat, Bangalore, Mumbai and Chennai, New Delhi (preferred).**  **No restrictions on re location.** |
| **Any constraints - family / personal side** | **No** |
| **CTC ( pls. provide break up -Fixed & Variable)** | **INR: 44 Lakhs (40.00 +4.00) => will be received 100% without any reservations.** |
| **b) Expected CTC** | **INR: 55 Lakhs +** |
| **Family details with Marital Status** | **Wife=> House wife**  **Son => 2nd Year of Engineering- Chennai,**  **Daughter: = 10th Std.- Rajkot**  **1** |
| **Any other information which can highlight your profile while presenting to the client** | Very good working knowledge on SAP and Lead Power user for FI-Co Module. Experience in Hyperion reporting. Overall experience in Accounting, Finance, legal, Secretarial and commercial functions. |