#### **KARPUR MAHARSHIRAY MAJMUDAR**

B-806, Madhuram Tower, Opp. Sant Kabir School, B/h Loyela School, Near Vasupujya Tower, Naranpura, Ahmedabad-380013 (Gujarat-India)

Contact: **+91-9924133630 SKYPE:Karpur29**

**Email: karpur29@rediffmail.com**

**Personal Information:**

Date of Birth: July 27th, 1973

Cast: Hindu Nagar, Gujarati, Indian Resident

Educational Qualification: **Bachelors Of Commerce** with Advanced Accounting in June 1993 from North Gujarat University

**P.G.D. Financial Management** from B K School, Gujarat University 2015-16

Countries Visited for official Work: Thailand and Indonesia

## **CORPORATE EXPERIENCE: More than 20 years experience in Commercial Accounting field mainly in Branch Accounting and Sales accounting with all India Distribution Channel.**

**MEGHMANI ORGANICS LTD (Public Limited Company)**

The company is engaged in manufacturing of Agro Chemicals / Pesticides, plant based at Sanand, Ankleshwar, Dahej, Gujarat, India is having Annual turnover of Rs.1000 Crs /year.

Duration: March 2011 Continue till date

Designation: **Sr. Manager- Commercial & Marketing**

**Support**

**RASNA PRIVATE LIMITED**

Rasna is the company engaged in manufacturing of soft drink concentrate with popular brand name RASNA

Duration: January 2010 to March 2011

Designation: **Regional Manager, Commercial- West Zone** (Gujarat/Maharashtra/Rajasthan/M.P./Goa)

## **FMC INDIA PRIVATE LIMITED: (MNC)**

FMC is a multinational company dealing with pesticides and agro chemical products having its Indian operational office in Bangalore, and Regional office in Ahmedabad

Duration: Dec 2005 to January 2010

Designation: **Regional Finance Officer -West Zone**

(Gujarat/Maharashtra/Rajasthan/M.P.)

## **ASHIMA LIMITED: (Public Limited Company)**

## Ashima Limited is one of the leading manufacturing Co. In fabrics and ready-made garments including denims based in Ahmedabad.

Duration: April 2003 to Dec 2005

Designation: **Executive Accounts (Sales Accounting)**

**AKAI CONSUMER ELECTRONICS INDIA LTD.**

Akai Ltd is engaged in business of Trading and Manufacturing of Colour Televisions, Refrigerators and audio systems.

Duration: June 2001 to March 2003

Designation**: Sr. Accountant Gujarat Branch**

**SHREE SULPHURICS LTD**: (Limited Company)

The Company Is engaged in manufacturing of Sulphuric Acid, Oleum, Sulphur Dioxide and other Chemicals. Plant based at Ankleshwar.

Duration: February 1997 to June 2001

Designation: **Sr. Assistant Accounts**

**Roles and Responsibilities**

**Accounting Activities**

* General Accounting and book keeping for all transactions
* Scrutiny of General, debtor, creditor ledgers and internal audit
* Bills checking, approving and payments to vendors
* Accounting MIS reports and assisting Accounts head for Financial Reports
* Monitoring the cash inflow and outflow and maintain the Branch profitability to point out the variances if any
* Provide assistance to the Head Accounts and Corporate Finance Controller for budgeting, provisions, calculations of various product discounts and NRV, Debit and Credit notes, Sales returns and other accounting entries.
* Implement internal Finance Control and take corrective and preventive actions

**Sales Accounting & Marketing Support**

* Periodically review, modify and design SOP for Sales Accounting
* Design annual Financial Budgeting and Forecasting of Sales and revenue generation in accordance with the business targets and objectives
* Monitoring all activities and operations in the respective regions related to sales, expenses and collections to the defined budget and highlight deviations, if any, to the senior management
* Responsible to pass and to reimburse the various expenses of the entire sales team for travelling, branch expenses
* Responsible to collect periodical balance confirmations from customers/Dealers
* Responsible to resolve the claims, accounting problems and issues of sales team and dealers/distributors visiting personally if required
* Prepare various comparative MIS reports related to sales achievement against plan and provide the information to the sales team
* Budgeting, providing assistance and monitoring the activities related Marketing and sales promotion, passing and reimbursements of expenses related to promotional activities
* calculations of various product discounts and NRV, Debit and Credit notes, Sales returns

**Commercial and Internal Control**

* Responsible to control and manage the operations of all India depots, C & F Appointment, Agreements, Remuneration, resolving the issues related to C & F and releasing the payments
* Responsible to conduct periodical branch / depot audit to ensure the compliance of statutory requirements and stock variance if any and submit the report to the senior management
* Responsible for effective management of working capital by closely monitoring the debtors & Inventory and ensure the liquidation of stock on FIFO basis to avoid damage loss & blockage of capital
* Liasioning with Commercial Tax Authorities for the purpose of the Assessment of VAT /GST compliances and submission / application of various forms

**Supply Chain Management**

* Responsible to take periodical sales forecasting/planning from sales team and manage the timely supplies to various locations in co-ordination with Production and packing team
* Arrangements for proper supplies in co-ordination with dispatch team
* Follow up and planning for procurement of packing material in co-ordination with Procurement team
* Primary and secondary procedure related to New Product Launching

**Receivable Management & Credit Control**

* Design and fixation of procedure and documentation for the appointment of a new dealer / customer
* Evaluate and fixation of credit limit and policy for approval to extend the credit limit
* Review and continuous monitoring of Debtor Receivable Statement and periodic discussions with sales team for timely recovery
* Monitoring collection plans, report the variances if any and to discuss with the Regional Heads for the reasons
* Provide all assistance and motivate sales team to increase the recovery from the customers
* Visiting the dealer / distributors at various locations with sales team for delayed recoveries
* Provide comparative statements for collections periodically to the sales team

**Legal Assistance**

* Sending legal reminders for the recovery to the defaulters
* Process to file and attend the court for the legal recovery cases against defaulters under section 138 of N.I. Act 1881 in consultation with the lawyer
* Legal correspondence with the Agriculture department for various notices/letters
* Preparing documents for sales permission from Agriculture department for various states
* Provide legal assistance and attending court in the matters related to product misbranding samples by Agriculture Department

**Administrative**

* Provide assistance to sales team in the matters related to HR department, leaves, Mediclaim Documentation and procedure, Income Tax related matters
* Negotiation with various Hotels for booking of meeting rooms and accommodation for review meetings and conferences and arrangement of stay for sales team

**Skills and Attributes:**

* Fast learner, can grasp and apply new procedures and can take initatives
* Interact supportively within team environment
* Present Salary: 8.00 Lacs Inr P. A.
* Notice Period: 90 days Maximum (60 days minimum)

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