

KAPIL TANNA

Treasury professional
(Inter C.A., B.Com)

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ABOUT

Personally, a man of commitment and professionally, an experienced treasury professional with rich exposure in major facets of Treasury and Risk management including fx and IR risk , trade finance, letter of credits, FEMA, working capital management, cash flow planning, Banking relationship management with very good understanding of SAP FI & TRM modules.

SUMMARY

- Inter C.A. with 17 years of experience.
- Rich experience of Treasury Management, Forex Management, Transaction Banking, Working Capital Management, Documentary Credits and FEMA rules & compliances.
- Very good at Banking relationship management, Liasioning and Negotiation.
- Good knowledge of Foreign Exchange Markets.
- Knowledge of foreign Payments, Import / Export LCs & documentation, bills negotiation.
- Very good experience of IT projects management in areas of finance.
- Techno savvy, good command on SAP (FI & TRM) and MS Office.
- Experience of employee taxation, audit, UK accounting and VAT thereof.
- Effective communication skills, good at inter-personal relations, adaptive with positive attitude.

CAREER HISTORY

Adani Group – Ahmedabad
Manager – Treasury

Mar-2012 – Till Now

- **Forex Management:**
 - Leading a team of 5 members.
 - Responsible for full back end activities of Fx and Derivative operations of the Group.
 - Data maintenance, trade documentation, regulatory compliances and timely and accurate settlements of Fx and Derivatives.
 - MIS and alerts.
 - Banking relationship management and service optimization.
 - Establishing SOPs and ensuring adherence.
 - Coordination for accounting as well as statutory and internal audit.
 - Maintenance of hedge-exposure profile of Group.
 - Responsible for system development and process improvements for banking transactions.
- **Debt & Treasury Management:**
 - Managed recording, accounting, audit and regulatory compliances of debt products.
 - Trade finance products of LC/BC/ collection bills/Channel financing of full Agro vertical.
 - Money market products like FDRs and Mutual funds of Agro vertical.
 - Managing foreign payments and compliances.
 - Managing period end closing, audit as well as reporting & MIS.

- **Projects**

- Project Manager for Group wide CMS project – Liquidice implementation
- Managed SAP TRM projects with PWC, IBM and Fourth Signal
- TRM Functional expert for upgrading SAP from ECC to S4 HANA
- TRM Super User for vertical wise SAP instance carve outs

Torrent Pharmaceuticals Ltd. – Ahmedabad
Assistant Manager (Finance)

Oct-2006 – Mar-2012

- **Forex Management:**

- Responsible for determining forex exposures and hedging the same.
- Responsible for dealing with banks for all sort of forward and derivative transactions.
- Responsible for keeping tab on forex market developments & news on real time basis.
- Responsible for keeping a tab on hedge / exposure profile of company and reporting.
- MIS of Hedges, Mark to Market valuations, variance analysis and debtor analysis.
- Underlying Management, Past Performance limit setup, quarterly derivative certificates etc.

- **Working Capital:**

- Responsible for setting up / renewal of working capital lines with banks.
- Submission of periodical reports to banks.
- Responsible for seizing of arbitrage opportunities.
- Responsible for negotiation and finalization of bank for dividend distribution.

- **Transaction Banking:**

- Responsible for overall monitoring and smooth functioning of Transaction Banking.
- Dealing and relationship management with host of banks.
- Responsible for liasioning & negotiation with banks.
- Responsible for continuous advancement of banking services.

- **FEMA / RBI:**

- One point check of company for all FEMA / RBI compliances.
- Responsible for RBI approvals for cases not generally permitted under FEMA rules.
- Responsible for all dealings with RBI.
- Monthly MIS for different RBI limits applicable to company.

- **Others:**

- Accounting for borrowing costs and repayments.
- Helping hand for long term borrowings, compliance certificates, NOCs etc.
- Good experience & knowledge of documentary credits and negotiation of export documents.
- Facilitating statutory and internal audits of treasury.

Apollo Tyres Ltd. – Vadodara
Executive (Finance & Accounts)

Jan-2006 – Oct-2006

- Responsible for employees Taxation of 2500+ employees from issue of investment declaration to statutory filings and issuance of Form 16.
- Educating employees and new joiners about Income Tax.
- Assisting Payroll processing of 2500+ employees of Limda plant.

- Approval of travel expenses of employees, accounting and MIS for the same.
- Successfully developed and implemented tax calculation and form 16 in SAP.

Doshi Accounting Services (p) Ltd – Vadodara
Accounts Controller

Jan-2005 – Dec-2005

- Calculation of VAT liability of UK based clients.
- Directing and supervising the work up to the level of VAT calculation.
- Preparation of final accounts of UK based clients.
- 100% target achievement with utmost accuracy.
- In charge of Social committee (budget) handling budget of Rs. 60 lacs p.a.

Rachana Seeds Industries – Junagadh
Accountant

Sep-2004 – Jan-2005

- Responsible for book keeping and smooth functioning of whole accounting system.
- Responsible for system development, continuous improvement and regular implementation.
- Responsible for interaction with banks, statutory authorities, suppliers, customers and related parties.

PROFESSIONAL TRAINING

Three years of articles ship with Ashish Mankad & Associates, Junagadh as Articled Clerk where mainly exposed to Tax audit, preparation of final accounts, statutory bank audit, audit of govt. authorities, co-operative societies and banks, public trust audit, Income tax, Project reports.

EDUCATION

- **Inter C.A.** : Nov – 2002 with first attempt (on group by group basis)
- **B.Com:** April – 2002 with 65% marks from Saurashtra University.
- **Foundation C.A.:** May – 2000 with first attempt.
- **H.S.C.:** March – 1999 with 81% marks from GSEB
- **S.S.C.:** March – 1997 with 75% marks from GSEB

ACHIEVEMENTS

- Board First in H.S.C. -Statistic subject with 100% marks.
- Secured 1st rank in one year functional capability development program offered by SCMHRD.