

MAHESH PUROHIT

C-6 Nirali flat Near Vastrapur Railway Station, Satellite, Ahmadabad - 380015

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Job Objective: A senior account and market research analyst with good experience in finance & accounting analysis and market research methodology willing to relocate Looking for a challenging job with greater responsibility and having a good chance for growth, I would like to explore myself in your organization.

PROFESSIONAL SNAPSHOT

MBA In Financial Services with more than **7 years** of experience in different domain with invaluable knowledge of market research and accounting process analysis in appropriate and an efficient manner. Highly focused with a comprehensive understanding of general ledger, Account receivable and payable by following rules of GAAP. Boasting a consistent & proven track record of successfully employing best business practices that improve efficiency

Committed to identifying and implementing continuous improvements in the supply chain. Now looking for a new and challenging managerial position, one which will make best use of existing skills and experience and also further my personal and professional development.

ORGANIZATIONAL EXPERIENCE 7+ YEARS

Credit Control Manager

(September 2022 - Working)

Comet performance chemicals pvt. Ltd)

Company size 101-500 Turn over: 100 Cr+

Comet established in the year 1979 at Ahmedabad which is leading manufacturer of a wide range of construction chemicals, Adhesive sealants, Textile chemicals, and Sulphur compound.

Job responsibilities

- Credit check of customer and approve their sales order to supply material them.
- To ensure that invoices are paid on time to assist the organization.
- To make credit policy to mitigate unnecessary risk.
- Prepare journal entry, credit notes, sample entry and assisting with month end.
- Take credit limit of customer from online portal if in case customer become insolvent.
- Manage write off, bad debt provision and setting up of payment plans.

Finance & Account Analyst

(JULY 2021 – AUGUST 2022) - Reporting to Account Head

TEXSPIN BEARING PRIVATE LIMITED

Company Profile:

Turn Over: 1000 Cr+

Company size 1001-5000

TEXSPIN, established in 1961, is a pre-eminent company serving in Bearing Industry. It provides ingenious innovative solutions and products to the automotive industry.

TEXSPIN products comprises of technological components and systems with customized solutions. TEXSPIN focuses more on providing solution based on the customer preference and hence TEXSPIN is a Technology-driven Customer-Focused Solution provider.

Job responsibilities.

- Billing/invoicing and account receivable.
- General ledger comparative analysis with MTD and YTD.
- To highlight any change happening in the above in given month and year with reason.
- Give input for asset code creation and pass entries related to fixed assets.
- Run depreciation and do reporting related to FA.
- Product and customer wise sales analysis (SOB).
- Margin analysis.
- Direct procurement and Job work analysis.
- P & L Comparative analysis, Store consumption, packaging report preparation.
- Inventory analysis.
- GST & Bank entries reconciliation.
- Compare all the Current year financial figure with Past Financial figures by using PIVOT Table in excel and other tools, do analysis and to know which GL line items are increases or decreases & what is the reason behind that.
- We mainly use SAP & Tally software for all above the work.
- GST, TDS and other financial operation work and MIS preparation.

Freelancer- As a Property Title Searcher

(MARCH 2020 – MAY 2021)

RIG SERVICES (SMART ABSTRACT SERVICES, LLC U.S.A)

Smart Abstract Services LLC is a Texas based company offering specialized services to the Title Industry. Smart Abstract Services have over 12 years' experience in real estate title search and abstracting. Our professional working knowledge, relationship & experience with the various local agencies allow us to quickly gather the information you need RIG services is the parent company of Smart Abstract Services, LLC which is located in Ahmedabad India.

Job Responsibilities

- Searched public and private records and indices and compiled a list of legal instruments pertaining to property (Commercial & residential) titles such as mortgages, deeds, and assessments for insurance, real estate, or tax purposes.

- Read search requests with attention to detail; ascertained the type of title evidence required; and obtained legal descriptions of property as well as names of all involved parties.
- Compared legal descriptions of property with legal descriptions contained in records and indices, and verified deeds of ownership, tax code and parcel numbers, and description of boundaries of properties.
- Produced accurate commitments with all necessary requirements and exceptions, Ordered Tax Certificates, scheduled timely follow up for documents requested.

Senior Market Research Associate Analyst

(Sep 2015-Feb 2020) Reporting to Director

INFOANALYTICA CONSULTING PVT LTD.

Company Profile:

Turn Over: 1000+ Cr

Company size 201-500

InfoAnalytica is a Marketing Consulting company helping the world's leading B2B enterprises drive net new customer acquisition through their data-driven demand generation solutions, sales & marketing analytics, and marketing research offerings.

Job responsibilities

- Collecting data on consumers, competitors and market place and consolidating information into actionable items, reports and presentations, Understanding business objectives and designing surveys to discover prospective customers' preferences.
- Use online market research and catalogue findings to databases like, LinkedIn Bloomberg, data-connect etc.
- Provide competitive analysis on various companies' market offerings, identify market trends, pricing/business models, sales and methods of operation,
- Research and compiles data related to current product market, customer demographics and interest, and factors influencing product demand; analyses result to identify ways of maximizing sales and market penetration of current products.

Research Executive cum Administrator

(Jan 2014 – Jul 2015) Reporting To Manager

IBI GLOBAL RESEARCH SOLUTIONS

Company Profile:

Turn Over: 100+Cr

Company size 10-50

IBI is one-stop solution for conducting world-class market research activities. IBI is one of the most renowned and celebrated names in the market research industry globally. IBI is well-known for providing exceptional research methodologies including CAPI, CATI, PAPI, Lead Generation, in-depth interviews, and online panels to only name a few for all B2B and B2C companies around the world.

Job responsibilities

- To handle accounts bookkeeping, assist in accounts transactions, checking, and verification & follow up.
- Do payments to vendors and claims (process payment, prepare an invoice, payment voucher, receipts, cheques) maintain proper filing of accounting documents for record-keeping.
- Maintain proper filing of accounting documents for record-keeping.

CORE COMPETENCIES

- Reporting • Research • Analysis and Interpretation • SAP_Accounting • SPSS_Data • Lead generation • Web-based research • Customer interaction • MS Office • MIS • customer understanding • Streamlined and efficient processes.

ACADEMIC CREDENTIALS

- M.B.A with specialization in Financial services from Ganpat University, center for Management studies campus Ahmedabad, Gujarat in 2013 with First class.
- B.B.A in General Management from Hemchandracharya North Gujarat University, B.L Parikh college, Palanpur, Gujarat in 2010
- HSC from Gujarat Higher Secondary Education Board, D.N.J Aadarsh High School, Deesa, in 2007 with second Class (56%)
- SSC from Gujarat Higher Secondary Education Board, D.N.J Aadarsh High School, Deesa in 2005 with First Class Distinct (53%)

IT-SKILLS

- Operating Systems: Win, Win XP, Win 2000, MS-DOS
- Proficient with SAP, SPSS, Basic Tally-9
- Proficient in the use of Microsoft Outlook, MS Excel, Word, Access, Project, PowerPoint and Explorer.

PERSONAL INFORMATION

Name	: Mahesh Purohit
Date of Birth	: 17th Jul - 1989
Marital status	: Married
Language Known	: English, Hindi and Gujarati
Nationality	: Indian
References	: Available upon request

I hereby declare the above furnished details to be true to the best of my knowledge.

Place: Ahmedabad

(Mahesh Purohit)