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B-21, Pinnacle Appartment, Opp Malhar Bungalow ,

Prahladnagar ,Ahmedabad,

Gujarat, India

**PERSONAL TRAITS**

A success driven; energetic finance & Accounts Professional with the ability to manage

relate d operations at senior management level. Proven Track Re cord of 1 8+ Ye ars of accomplishing challenging goals and creating value by setting vision focus to succ eed. My candidature, apart from my technical skill set, ticks several b oxes in terms of vision,

ability, intellect, leadership, passion and ethics.

**CORE PROFICIENC IES**

* Budgeting, Forecasting , C ashflow - Fiscal Strategy and Business Planning
* Financial Pro cess Improvement - Business Trans formation and Change
* Financial Statement Analysis - Strategic Business Unit Leadership
* Cost Saving s/Initiatives & Project s - Audit s and Internal Controls
* Risk Management and Mitigat ion - People Develop ment
* Review Accounting Operations - Effectiv e Communication

**PROFESSIONAL & ACADEMIC QUALIFICATION**

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| --- | --- | --- | --- |
| **Sr No** | **Qualification** | **Name of Institute** | **Year of Passing** |
| **1** | Chartered Acc ountant | ICAI | May 2002 |
| **2** | Ba chelor of Commerce | M.D.S. University, Ajmer | 1999 |
| **3** | H.S.C.E. (Science) | Sec ondary Board, Ajmer | 1996 |
| **4** | S.S.C.E. | Sec ondary Board, Ajmer | 1994 |

**WORK EXPERIENCE**

# BUDGET, BANKING AND FINANCIAL PLANNING

* Arrange for secured an d unsecured funding from various bank and Financial Institution
* Arrangement of Equity financing thru Init ial Public Offering
* Leading entire Process including Road Shows in IPO for Funding commitments
* Oversee the issuance of financial information
* Prep aration of annual as well as monthly budget and forecasting of revenue and c ash flow. Analysis of Variance with the Budget.
* Managing Banking operation, Preparation and analysis of various Business proposals MSOD, FFR and other banking Reports

# ACCOUNTING, AUDITING, TAXATION & MIS

* Directing all asp ects of accounting op erations, overseeing all transactions relat ed to general ledger, receivables, payables, payroll and financial reporting.
* Sup ervision of staff involved in payroll, accounts receivable, acc ounts payable, fixed assets, tax, revenue assuran ce, budgets, and inventory
* Develop and maintain a documented sy stem of proce dures to ensure efficient

op eration (systems, processes and controls) of the accounting organization and a cc ura cy of financial repo rting

* Establish, implement and monitor a documented set of internal controls and

p olicies to ensure conformance and compliance with IND GAAP, IFRS (as needed) and other statutory requirements.

* Improve financial and operational reporting to support manageme nt decision -making
* To ensure that all internal & external reporting are adhered to as per plan and meet a cc ounti ng standards
* Oversee Preparation of quarterly & yearly Financial and related Statement with Monthly closure of the books, GL scrutiny & provisio ns, reversal etc.
* Analyzing company's financial results with respect to profits, trends, costs and compliance wi th budgets. Issue regular status and ad hoc reports to senior management.
* Handled End to End splitting of books of Accounts in case of Demerger of listed company and tax assessment of the related Previous Year.
* Lead the Quarterly/annual year -end audit proc ess with external auditors, including the development of the audited financial statements and related footnotes.
* To liaise with statutory and in ternal auditors, Tax Regulators, accounting regulators and regulatory bodies on a routine basis as and when requ ired
* Compiling and co -ordinating with Auditors / Consultants on statutory audit, tax audit, Stock Audit, Cost Audit, tax assessments, tax appeal s, Indirect Taxes Audit etc.
* Oversee implementation of entire Gamut of GST and related system upgradation
* Guidin g and compiling Daily/Monthly/Quarterly/Yearly MIS and timely submission thereof to appraise management process and assist in critical decision making.

# RECEIVABLE MANAGEMENT / SALES CONTROL

* Part of Core management team for decision making of pricing, paym ents terms,

Inventory and loading in real estate project

* Accomplishes accounts receivable human resource objectives by selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining employees
* Invoicing, accounting of sales, M anaging Receivables and collection of PAN India projects of Adani.
* Monitor and report on deviations from credit standards.
* Negotiate with client s in non -payment c ases
* Ensures a ccurate receivable rec ords and verifies outstanding a cc ount balances. Creates fi nancial reports relating to account receivable function and Audits methods and procedures of accounts receivable function to improve efficiency

# PROJECT DRIVEN AND INITIATIVES

* Setting up the Sales Ba ck office (Includes setting up the process and work flow , Implementation of process, Policies and SAP RE module , finalization of various legal forms) operation for Real Estate business in Gujarat and D elhi NCR for Adani.
* Development of customized software and reports for Production, Invoicing and Collection in IT Business which gives the detailed analysis of every project and optimum utilization of Business resource .

# STRATEGY, VISION AND LEADERSHIP

* Participating in the development of the corporation's plans and programs as a strategic planner .
* Monitor and direct the implementation of strategic business plans
* Serve as the management liaison to the board and audit committee; effectively c ommunic ate and pr esent critical financial matters at select board of directors and committee meetings.
* Participate in key decision s as a member of the executive management team
* Maintain in -depth relations with all members of the management team
* Actively participate in preparation of information pack for board meetings,
* Support to management on adhoc reporting needs.
* Promote a culture of high performance and continuous improvement that values learning and a commitment to quality.
* Ensure staff members receive timely and appro priate training and development.
* Establish and monitor staff performance and development goals, assign a cc ountabi lities, set objectives, establish priorities, conduct annual performance appraisals, and administer salary adjustments.

**COMPANIES WORKED WITH**

# þÿJVS Industries Pvt Limited - Joulon Group Company (February 2020 – Present)

Manufacturer of Pressure Control Equipment for Oil and Gas Industry Designation: Group Finance Controller

Reports to: Board of Directors

Current Profile: MIS, Accounts. Finance and taxation of In dian, Dubai and Singapore Entitie s of JVS Group

Team Si ze: 10+ Turnover: $20 Ml +

# NARMADA BIO-CHEM LIMITED (June 2018 – February 2020) þÿ

Manufa cturer of Chemical and Organic Fertilizers Designation: Chief Financial Officer

Reports to: CMD

Work Profile: Financial Control, Accounts & Taxation, Legal & Secretarial Team Size: 10+

Turnover: 200+ Crores

* + þÿ**GOKUL AGRO RESOURCES LIMITED (April 2015 – June 2018)**

An ISO 22000:2005 certified, one of the leading FMCG Companies of India with international presence having state of the art manufacturing and processing facilities for various kinds of Edible and Non -Edible oils and meals

Designation: GM – Accounts Reports to: CMD

Work Profile: Accounts, Taxation, MIS, Sales Control, Internal Audit. Team Size: 40+

Turnover: 40 00+ Crores (FY: 2016- 17)

* + **PINK CITY JEWEL HOUSE PVT LTD (August 2013 to March 2015)**

A Jewelry manufacturing Compa ny based at Jaipur dealing into Real and Gemstone based jewelry.

þÿDesignation: FINANCE CONTROLLER

* + **ADANI TOWNSHIP & REAL ESTATE CO PVT LTD (May 2010 to July 2013)**

A part of Adani Real Estate business which consists 23 companies actively involved in the f ield of Real Estate activities with own or leased property.

Designation: ASSOCIATE MANAGER

* + **JEE CRAFTS LIMITED (Jan 2003 to March 2010)**

An office furniture manufa ct uring company dealing in modular Office furniture system Designation: MANAGER - ACCOUNTS

**COMPUTER LITERACY**

Hands on SAP, Tally, MS Word & Excel , Internet

**PERSONAL INFORMATION**

**Date of Birth** : 28th November, 1979

**Languages Known:** English, Hindi, Marwari, Gujarati

# Place : Ahmedabad