

# SIBARAM PRADHAN

INDIRECT TAXATION | FINANCIAL ACCOUNTING (AR, AP)

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***Multi-tasking and result-oriented individual with intrinsic critical thinking and resilience targeting position in Indirect Taxation / Financial Accounting with a reputed organization within Pharma sector to thrive and bring success, preferably in Hyderabad / Mumbai / Navi Mumbai.***

## CORE COMPETENCIES

- Strategic Planning & Leadership
- Indirect & Direct Taxation
- AR & AP
- Taxation Advisory
- Tax Assessments
- Financial Accounting
- Financial Planning & Analysis
- Consultant Engagement Letter Finalization
- Process Improvement
- GAAP/IFRS Compliance
- Cost Optimization
- Stakeholder Management
- Trainings/People Management

## PROFILE SUMMARY

- Seasoned Tax Professional:** Bringing 16 years of cross-functional expertise in analyzing systems, preparing tax and audit plans, and designing internal controls to facilitate decision-making processes.
- Accounts Receivable and Payable Management:** Extensive experience in managing accounts receivable and accounts payable processes, ensuring accurate billing, verification, and reconciliation, demonstrating proficiency in AR and AP functions.
- Comprehensive Financial Analysis:** Proficient in accumulating, analyzing, and processing financial accounting data to prepare tax returns, estimates, forecasts, and accounting estimates, ensuring accuracy and compliance.
- Tax Management:** Skilled in handling various tax matters including T.D.S. formalities, GST Tax, TDS, and TCS preparation and filing, with a deep understanding of tax procedures and acts, ensuring adherence and effective liaison with government bodies.
- Strategic Planning and Compliance:** Adept at strategic planning, legal compliance, and corporate finance, with a demonstrated ability to research and apply tax concepts to client situations, communicating results effectively and ensuring compliance with regulations.
- Team Leadership and Communication:** Proven ability to inspire teamwork and responsibility among team members, utilizing current technology to enhance deliverables and services, coupled with excellent negotiation skills in dealing with statutory authorities and securing necessary sanctions.
- Results-Driven Approach:** Demonstrated track record of achieving results in deadline-oriented environments, with a focus on reporting skills, dealing with complexity, and driving outcomes through effective financial diagnosis and analysis.
- Functioned as the point of contact:** with internal business clients, other practice areas within the Tax Department and external tax advisors.

## EDUCATION & CERTIFICATIONS

- 2012: MBA (Finance) | Manipal University
- 2016: Bachelor in Law (LLB) | Sri Satya Sai University
- 2009: CS (Professional Level) | ICSI
- 2003: B.com (F&A) | Dr. C.V. Raman University with 69%
- 2017: Certified GST professional

## IT SKILLS

- SAP
- Tally

## WORK EXPERIENCE

Sep'23 - Present: BDO as Lead-Taxation, AR & AP

Role:

- Addressing tax risk areas**, preparing appeal drafts, attending assessments and appeals up to Joint Commissioner level.
- Monitoring legislative, regulatory, and judicial tax developments**, representing before Tax Authorities, and finalizing CST Refund Claims.
- Developing and implementing strategies to mitigate risks associated with **GST reconciliation**, ensuring compliance with changing regulations.
- Providing ongoing training and awareness sessions** to the team involved in the GST reconciliation process, keeping them informed about the latest updates and best practices.

- **Facilitating smooth GST audits** by maintaining well-organized reconciliation records and promptly addressing any queries from auditors.
- **Instituting taxation strategies**, making high-stakes decisions, and overcoming complex business challenges with experience-backed judgment and integrity.
- **Optimizing Cash Flow Management:** Actively managing both AR and AP to optimize cash flow, ensuring that incoming payments are collected promptly while also maintaining positive vendor relationships by adhering to payment terms.
- **Strengthening Financial Controls:** Implementing robust financial controls and procedures to minimize errors and fraud risks in both AR and AP processes.
- **Enhancing Efficiency through Automation:** Identifying opportunities to streamline AR and AP processes through automation tools and technologies.
- **Driving Performance Metrics:** Establishing key performance indicators (KPIs) for AR and AP performance and monitoring them closely to track progress and identify areas for improvement.
- **Building Strong Vendor and Client Relationships:** Cultivating strong relationships with both vendors and clients to facilitate smooth AR and AP operations.
- **Managing Credit Risk:** Assessing the creditworthiness of customers and implementing credit policies to minimize the risk of bad debt.
- **Ensuring Compliance with Regulatory Requirements:** Staying up-to-date with relevant accounting standards, tax regulations, and industry-specific compliance requirements related to AR and AP activities.
- **Providing Strategic Financial Insights:** Generating insights from AR and AP data to support strategic decision-making within the organization.
- **Continuously Improving Processes:** Regularly reviewing AR and AP processes to identify inefficiencies and opportunities for optimization.
- **Collaborating Cross-Functionally:** Collaborating closely with other departments, such as Sales, Operations, and Finance, to ensure alignment and integration of AR and AP processes with broader business objectives.

#### May'21-MM'YY: Indo Count Industries Ltd, Mumbai as Commercial Finance Manager - Taxation

##### Role:

- **Compiled Tax Returns** for various states and managed data for internal audits.
- **Restructured procedures** through creation & optimization of processes and worksheets for tax provision calculations.
- Engaged in **meetings with internal & external auditors** from PWC and KPMG, facilitating coordination during GST audits.
- Ensured **compliance with regulations** by promptly submitting required information to state and local authorities.
- Executed preparation and review of **TCS/TDS and GST tax calculations for E-Commerce clients**, while identifying and executing tax planning strategies.
- Advised on **appropriate HSN codes and tax rates** for material updates in SAP Master data.
- **Cultivated strong relationships** with clients to improve satisfaction levels, collaborating with management and staff across all tiers to deliver tax services.
- Prepared GSTR1, GSTR-3B, and GSTR Return Forms.
- **Responded to notices & inquiries** from the GST department, attended GST officers, and provided necessary replies on SCN.

#### Apr'20-Apr'21: Crystal Logistic Cool Chain Ltd. as Sr. Manager - Commercial finance

##### Role:

- Supervised a **team of 5 members** and managed **Accounts Receivable** responsibilities.
- **Verified billing details to customers**, ensured accurate GST tax rates, and scrutinized other relevant areas.
- Prepared monthly **GST tax inward and outward** documents.
- **Reconciled GSTR 2A with Credit Inward records** and addressed GST-related concerns, processed Credit Notes, Debit Notes, and recorded their accounting entries in the system.

#### Jan'17-Mar'20: Headrush Venture P. Ltd - E-commerce, Mumbai as Sr. Manager - F&A

##### Role:

- Prepared **GST Return, 3B**, and filed returns.
- Conducted **reconciliations of GST inputs** from all vendors and customers.
- Managed **arrangements for GST payments**, customs duty payments, and other statutory payments.
- Implemented streamlined and **tax-efficient strategies** for inbound and outbound investments.
- Ensured prompt completion of audit assignments and supported statutory auditors in finalizing Tax & Statutory Audits.
- **Managed tasks related to Direct Tax**, including preparing tax plans, filing tax returns, and ensuring timely assessment & filing of returns in accordance with relevant Tax Acts.

#### PERSONAL DETAILS

**Date of Birth:** 5 June 1982

**Languages:** English, Hindi

**Address:** Bengaluru, Karnataka