

# ANKIT KUMAR JAIN

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## CORE COMPETENCIES



Financial Planning & Analysis  
Product Costing & Pricing  
Budgeting & Variance Analysis  
Commercial & Business Operation  
Receivables & Payables Management  
Financial Reporting  
Direct & Indirect Taxation  
P2P Operations & Inventory Management  
Team Building & Leadership



## SOFT SKILLS



## EDUCATION

- Chartered Accountancy from ICAI; November 2012
- B.Com. from University of Rajasthan; 2009



## IT SKILLS

- Accounting Packages: SAP-ERP (S/4 HANA & ECC)
- MS Office
- Tally
- Genius & Computax Accounting & Taxation Software



## PERSONAL DETAILS

- Date of Birth:** 13<sup>th</sup> August 1989
- Languages Known:** English & Hindi
- Address:** Flat no-509, Sun View Apartment, Dwarka Sector 11, New Delhi 110075



## EXECUTIVE PROFILE

- Strategic CA Professional, offering nearly 10 years of experience** that reflects year-on-year success in Finance & Accounts, Budgeting, Forecasting, Costing & Pricing, MIS Reporting, Corporate Accounting, Commercials & Business Operations, Statutory Audit and Compliance
- Insightful knowledge of **Financial Planning & Analysis, Project Financial Control, Direct & Indirect Taxation**
- Proficient in commercial evaluations, coordination with internal stakeholders & vendors for smooth conducting of commercial & business operations
- Proficient in reviewing and **enhancing all financial procedures and internal controls & ICFR control mechanism.**
- Exposure of working on **SAP-FI, MM, SD & CO Modules**
- Experience in **executing cost-saving techniques** to achieve substantial reduction in expenditures and work within the budget and formulating cost-effective solutions for enhancing profitability, using costing and pricing decisions
- Pivotal in financial planning, controlling, Business projections & feasibility studies, preparing project reports.
- Thought leadership and team-building skills,** and capability to collaborate effectively with a group of high performing individuals.



## ORGANIZATIONAL EXPERIENCE

**Since Jun'13**  
**Greenlam Industries Ltd. (Erstwhile "Greenply Industries Ltd." before demerger of the Laminate Division), New Delhi-Corporate Office**

### Professional Experience:

**Jun'13-Mar'16: Assistant Manager – Finance & Accounts**

**Apr'16-Mar'21: Deputy Manager – Finance & Accounts**

**Apr'21-Mar'23: Manager-Finance & Accounts**

**Since Apr'23: Senior Manager-Finance & Accounts**

### Key Result Areas:

**Handling Commercial & Business operations of existing business segments & working in a capacity of Project Finance Controller for the New Greenfield Projects being set up under the Business Expansion Plan (Capex investment of more than Rs. 1000 Crore):**

- Preparation of detailed project report (DPR) for submission in the various govt. dept' for statutory approvals
- Preparation of Projected Financial Statements & CMA data projection for availing funds from the Banks
- Projecting monthly Production & Sales Plan, Balance Sheet, P&L and Cash Flow Statement
- Preparation of Actual P&L account & variance analysis with statistical report considering each item of P&L
- Preparation of Total Capex Budget & Actual capex incurred against Budget, variance analysis & Budget controlling
- Devising monthly CAPEX payment plan, processing of payment based on the budget & variance analysis based on budgeted amount VS actual payment
- Product costing & BOM analysis. Working & analysis of Mfg. Overhead, Admin & Selling Overhead to derive the final product cost
- Gathering Working Capital requirement year wise/month wise as per sale orders and stock in hand
- Conducting Various Ratio Analysis, Break-even Point Calculation and Sensitivity Analysis taking various factors like RM Price, Sale Price
- Coordinating with vendors to provide relevant information to trade finance dept. for taking fresh EPCG license for machineries
- Setting up of commercial part of business-like codification of final product in SAP, preparation of price list to dealers & projects and drafting of commercial terms & conditions

- ⦿ Providing relevant data to Trade Finance Dept. to obtain advance authorization for procurement of raw material without paying custom duty
- ⦿ Performing costing of each sales enquiry & providing price quotations to the sales team
- ⦿ Planning monthly raw material based on the order in hand; formulating RM budget & coordinating with the vendors for timely supply of material
- ⦿ Supervising end-to-end Import & Export operations of business & coordinating with vendors, customers & logistic team for smooth functioning of operations. Coordinating with Export Division & Logistic Division for execution of export orders.
- ⦿ Managing working capital including inventory ageing, customer ageing reports & so on.
- ⦿ Managing purchase and service contract evaluations, negotiations & approvals, Purchase order approvals, Invoice approvals, Coordination with Finance dept't for LC opening & discounting & opening of Bank guarantees.
- ⦿ Preparing Daily/Monthly MIS and Costing & Variance Reports; discussing with management for variance analysis and corrective actions; participating in cost control and cost reduction progr through Material mix, Product mix, Pricing, Material rate trends, Process improvements.

### **Corporate Accounting & MIS Reporting:**

- ⦿ Preparing monthly/quarterly/yearly financial statements i.e. Balance Sheet, P&L and Cash Flow Statement as per accounting standards
- ⦿ Analyzing the overall Intermediary/National GL Accounts and their clearing (GRIR clearance) in SAP system
- ⦿ Publishing monthly:
  - Production & Sale Data MIS of all the products/Verticals & average realization with growth report comparing MoM, QoQ & YoY data
  - DP computation sheet for submission in Bank which contains details of segment wise Stock, Debtors & Creditors
  - Foreign currency exposure and gain/loss data on basis of Hedged/Unhedged fund & posting of forward contract entry in the system
  - Monthly DIPP data for the submission in the Department of Industrial Policy & Promotion
  - Expenses, making provision of expenditures i.e. Gratuity/Leave Encashment as per the actuarial valuation report & posting of entry in the system & transfer of prepaid expenses to the relevant expense account
- ⦿ Compiling various MIS reports of GST & TDS for management review
- ⦿ Performing monthly review of:
  - Debtors & Creditors & Preparation of Debtors & Vendor Reconciliation and ageing analysis.
  - Fixed assets & capitalization of the same as per the accounting standard & preparation of fixed assets schedule Preparation of MIS related to addition of Capex (with supporting documents) during each quarter to draw down of term loan from Banks
- ⦿ Consolidating Tax Audit Report data with Annexures for Tax Audit as per the Income Tax Act, 1961
- ⦿ Preparing customer wise export sales prices of various zone like Middle East, USA, Russia, Africa, ISC, Israel and verifying the prices uploaded in system with cost sheet at regular interval
- ⦿ Providing data to Legal & Secretarial Dept. for submitting the same in the BSE/NSE as per their desired format
- ⦿ Coordinating with Statutory Auditors; preparing & submitting replies of audit queries for the completion of audit within stipulated period.
- ⦿ Reviewing the monthly/quarterly/annual Accounts and Audit/ limited reviews; participating Audit meetings for major accounting policy decisions.



### **Ashok Kanodia and Co., Chartered Accountants, Jaipur as Article Assistant**

#### **Highlights:**

- ⦿ Worked as Team Leader on Statutory Audit of Banks, Internal Audit assignments and Tax Audit assignments
- ⦿ Prepared and filed Income Tax, Service Tax, VAT and TDS returns (Electronically and Manual)