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| **NAME** | | | **Ashim Paul** | | | | | | | | |
| **DATE OF BIRTH** | | | 31st August 1969 | | | | **CITIZENSHIP** | | Indian | | |
| **EDUCATION** | | | 2000 | | **PG Diploma in Business Management (Finance);** Indian Institute of Social Welfare and Business Management | | | | | | |
| 1998 | | **Cost Accountancy**; Institute of Cost & Works Accountants of India | | | | | | |
| 1988 | | Bachelor of Science in Economics; University of Calcutta | | | | | | |
| **ADDRESS, MOBILE NO. & EMAIL ID** | | | 94A, Dr Suresh Chandra Banerjee Road, Flat BC 3rd Floor Block B Kolkata 700 010  Phone: 9830731175, Email: [ashim06@gmail.com](mailto:ashim06@gmail.com) | | | | | | | | |
| **MEMBERSHIP IN PROFESSIONAL ASSOCIATIONS** | | | NA | | | | | | | | |
| **OTHER TRAINING** | | | Training on PMP (Project Management Professional) | | | | | | | | |
| **COUNTRIES OF WORK EXPERIENCE** | | | India & USA | | | | | | | | |
| **LANGUAGES & DEGREE OF PROFICIENCY** | | | **Language** | | | **Speak** | | **Read** | | | **Write** |
| English | | | Excellent | | Excellent | | | Excellent |
| Bengali | | | Excellent | | Excellent | | | Excellent |
| Hindi | | | Good | | Good | | | NA |
| **EMPLOYMENT RECORD** | | | | | | | | | | | |
| **From** | **To** | | | **Employer** | | | | | | **Position Held** | |
| Nov 2011 | Till date | | | IPE Global Ltd., Kolkata | | | | | | Managing Consultant | |
| April 2008 | Oct 2011 | | | United Conveyor Corporation (India) Pvt. Ltd | | | | | | Sr. Manager – Finance & Accounts | |
| Aug 2005 | March 2008 | | | Computer Age Management Services Pvt. Ltd. | | | | | | Manager - Operations | |
| Aug 2001 | July 2005 | | | Population Services International (PSI) | | | | | | Finance Manager | |
| Dec 1998 | July 2001 | | | Amrit Feeds Ltd. | | | | | | Finance Manager | |
| Oct 1994 | Nov1998 | | | Softweb Technologies Pvt. Ltd. | | | | | | Assistant Manager - Finance & Accounts | |
| **DETAILED TASKS** | | | | **WORK UNDERTAKEN THAT BEST ILLUSTRATES CAPABILITY TO HANDLE THE TASKS ASSIGNED** | | | | | | | |
| **Task 1:** Overall monitoring of the progress of the work as well as monitoring of the fund flow  **Task 2:** Attend all meetings as to be intimated by the said authorities from time to time  **Task 3:** Visit sites as and when required and assess the constraints/gap if any, and suggest the remedial measures to the Chief Engineer  **Task 4:** Facilitate the matter by keeping liaisons with the appropriate authorities for obtaining approval /permission/ NOC as the case may be from the different competent Authorities like SLTC /KUIDFC/, Railways, National Highway, Irrigation and Waterways and State PWD etc. in order to avoid any deadlock condition | | | | **Project Name** | | | **Project Management Consultant for Implementation of Smart City Mission Projects in Tumakuru City, Karnataka** | | | | |
| **Year** | | | 2017- Ongoing | | | | |
| **Location** | | | Tumakuru, Karnataka | | | | |
| **Client** | | | Tumakuru Smart City Limited | | | | |
| **Project Description** | | | The objective of this assignment is to provide consultancy services to support Client in **planning, implementing and monitoring smart city projects** under the Tumakuru smart city proposal. The scope of work is broadly divided into two phases for area based development and ICT based pan-city solutions, namely, (i) **project development phase**, and (ii) **project implementation and monitoring phase**. | | | | |
| **Position Held** | | | **Senior Program Manager** | | | | |
| **Activities Performed** | | | (i) **Responsible for overall management of the project**; (ii) Setting up procedures, communication channel, (iii) **Manage all tasks required under the contract, and ensure quality & timely delivery of outputs**; (iv) Responsible for reviewing smart city proposal to identify early bird projects, (v) Ensure **preparation and submission of feasibility studies, master plan (retrofitting & redevelopment area), development control regulations & urban design guidelines, etc.** (vi) bid process management, project implementation road map to implement the projects under Smart City Mission. | | | | |
| **Project Name** | | **Project Management Consultants to State Level Nodal Agency for Implementation of JNNURM Project in KMA and ADDA Areas** | | | | | | | | | |
| **Year** | | 2011-2017 | | | | | | | | | |
| **Location** | | Kolkata | | | | | | | | | |
| **Client** | | Kolkata Metropolitan Development Authority | | | | | | | | | |
| **Project Description** | | The PMU is required liaise with the Mission Directorate for meeting their requirements for programme implementation. PMU is operating as an **integrated wing of the SLNA** in **monitoring and implementation** of the programme. The PMU operates as a unit under the overall supervision and guidance of SLNA focusing on **Programme Management and Monitoring** and provide the requisite technical and managerial support to SLNA. | | | | | | | | | |
| **Position Held** | | **Managing Consultant & Team Leader** | | | | | | | | | |
| **Activities Performed** | | (i) **Reporting and planning / forecasting annual fund requirement** to Ministry of Urban Development (MoUD), Government of India on behalf of State Urban Development (UD) Department; (ii) Ensure **timely submission of fund Utilization Certificate** (UC) and release of fund as Central Assistance by Govt. of India into project account; (iii) Ensure dissemination and **preparation of reports of Mandatory & Optional Reforms** applicable at State level and ULB level; (iv) **Capacity building** support to ULBs to achieve Mandatory, Optional and ULB level reforms (Accounting Reforms, Property Tax, User Charge, Pro-poor Reform and e-governance) under JnNURM; (v) Examine the current practice associated with property tax assessment (coverage & collection efficiency) and O&M Cost Recovery in Water Supply & Solid Waste Management which will bring out the problems faced in the present system in the urban local bodies; (vi) Assist SLNA **in monitoring of progress of Water Supply, Sewerage & Drainage and Traffic & Transportation projects, identification and resolution of issues and constraints**; (vii) Enhance capacity within SLNA to extend **technical and advisory support to State Government and ULBs**, especially in provision of basic services and housing to the urban poor; (viii) **Dissemination of information about the good practices** developed by JNNURM cities across the state; (ix) **Analyzing and monitoring of actual and budgetary variance analysis**; (x) Ensure coordination with various implementing agencies and state departments; (xi) Ensure adherence of JNNURM toolkit provisions and compliance of recommendations made by CAG audit; (xii) Ensure infrastructure development projects are in line with the proposed investment plan of the CDP and the needs of the urban poor are adequately provided for; (xiii) Ensure providing **technical hand-holding support to the ULBs / project implementing agencies and state government**; (xiv) **Facilitate selection of quality consultants for DPR preparation** or any other activity by empanelling qualified firms, sharing information etc. | | | | | | | | | |
| **Project Name** | | 1. **Ash Handling System for Chandrapur Thermal Power Station** 2. **Ash Handling System for Ennore Thermal Power Station** 3. **JORF LASFER AHS** 4. **Ash Handling System for Santaldih etc.** | | | | | | | | | |
| **Year** | | 2008-2011 | | | | | | | | | |
| **Location** | | Kolkata, West Bengal and Waukegan, Illinois, USA | | | | | | | | | |
| **Client** | | DVC, BHEL, ALSTOM, WBPDCL | | | | | | | | | |
| **Project Description** | | Design, Supply and Erection of Ash Handling System | | | | | | | | | |
| **Position Held** | | Sr. Manager - Finance & Accounts | | | | | | | | | |
| **Activities Performed** | | (i) Preparation of annual budget and forecasts; (ii) Reporting and project planning / forecasting, standard project reporting; (iii) Managing procurement of services; (iv) Leasing activities related to land, machineries and office / factory spaces; (v) Analyzing actual and monitoring of budgetary variance analysis; (vi) Preparation of key business analysis; (vii) Supervise all accounting activities, fund management, voucher review and approval; (viii) Finalization of accounts with monthly reports as per Indian GAAP as well as US GAAP | | | | | | | | | |
| **Project Name** | | **Transaction Advisory Services** | | | | | | | | | |
| **Year** | | 2005 – 2008 | | | | | | | | | |
| **Location** | | Kolkata, West Bengal | | | | | | | | | |
| **Client** | | SBI Mutual Fund, BIRLA Sunlife Mutual Fund, HDFC Mutual Fund, ICICI-PRU Mutual Fund, HSBC Mutual Fund, DSP Black Rock Mutual Fund and other mutual fund Asset Management Companies | | | | | | | | | |
| **Project Description** | | Transfer Agency Services to the Asset Management Industry of India and as a technology enabled service solutions partner to Private Life Insurance, Private Equity Funds, Banks, Non-Banking Finance Companies. | | | | | | | | | |
| **Position Held** | | **Manager – Operations** | | | | | | | | | |
| **Activities Performed** | | (i) Ensure Business Process Re-engineering, Build/**Enhance quality control processes** to maximize the efficiency of process and identify data issue; (ii) Resolution of all queries as the second level of escalation from investors, AMCs and Back Office (BO); (iii) Analyse, coordinate and implement solutions to daily processing activities. Measure monitor and report performance level and improvement planning; (iv) Responsible for the day-to-day accurate, complete and timely processing activities and reconciliation with BO; (v) Establish / Review SLA’s on all customer support and ensuring delivery within TAT; (vi) Reporting to Central operations through various MIS; (vii) **Organizing teams, Manpower planning and work flow and establish end user training where required**; (viii) **Monitoring, evaluating and improving the standard of operational systems** of different branches; (ix) Ensure implementation of all standard operational procedures and follow compliance and internal audit guidelines | | | | | | | | | |
| **Project Name** | | **Operation Lighthouse funded by USAID** | | | | | | | | | |
| **Year** | | 2001 – 2005 | | | | | | | | | |
| **Location** | | Kolkata, West Bengal | | | | | | | | | |
| **Client** | | AIDS Control Organisation, MoHFW and State AIDS Control Society, West Bengal | | | | | | | | | |
| **Project Description** | | Operation Lighthouse (OPL) was an HIV/AIDS prevention programme implemented by PSI's India wing through integrated communication, advocacy and service provision strategies to decrease the spread of the HIV/AIDS epidemic among vulnerable groups. | | | | | | | | | |
| **Position Held** | | **Administration & Finance Manager** | | | | | | | | | |
| **Activities Performed** | | (i) **Preparation and control of original and revised annual budgets** for state and/or national as well as **monitoring and evaluation of budgetary variance analysis**; (ii) Oversees all administrative and finance related processes of the Regional Office, Country Offices and sub-offices as well as Partner organizations; (iii) **Review and authorize financial transaction, records and vouchers**; (iv) Work closely with the Finance and Administration department at HO in the **preparation and monitoring of state budget** and administration; (v) **Preparation of monthly and quarterly accounting & financial reports** to Head Office; (vi) Ensure statutory compliance including TDS, PF, etc.; (vii) Preparation and analysis of regular and ad-hoc financial reports for PSI and donors, viz., USAID and DFID; (vii) Planning and execution of internal audit program and schedule and interfacing with internal / external auditors as required; (viii) Supervise all procurement activities, **Cash flow, fund management,** voucher review and approval; (ix) **Established local and regional management information and monitoring systems** in line with PSI standards; (x) **Preparation of Financial SoP** (Standard Operating Procedure) for PSI India and imparting training for field offices spread across country. | | | | | | | | | |
| **Project Name** | | **Financial Management & Taxation** | | | | | | | | | |
| **Year** | | 1998 – 2001 | | | | | | | | | |
| **Location** | | Kolkata, West Bengal | | | | | | | | | |
| **Client** | | Amrit Feeds Ltd | | | | | | | | | |
| **Position Held** | | **Finance Manager** | | | | | | | | | |
| **Activities Performed** | | (i) Preparation of **original and revised annual budgets** as well as **monitoring and evaluation of budgetary variance analysis** of the same; (ii) Updation and distribution of the administrative and financial guidelines for field offices and State Office; (iii) Planning and execution of internal audit program and schedule and interfacing with internal / external auditors as required; (iii) Analyzing field and state office audit reports and documentation of replies and comments of auditee /auditor/any other related party; (iv) Supervise all accounting activities, **fund management**, voucher review and approval; (v) Finalisation of accounts with monthly reports; (vi) Sales accounting, debtors & creditors monitoring with aging analysis; (vii) Supervise and manage all aspect of accounts including finance, voucher review and approval, fund management and working capital management; (ix) **Interpretation, analysis and presentation of financial data and reports**; (x) Income tax, Sales Tax, Provident fund and Profession tax & other statutory matters | | | | | | | | | |
| **Project Name** | | **Software Application Development** | | | | | | | | | |
| **Year** | | 1994 – 1998 | | | | | | | | | |
| **Location** | | Kolkata, West Bengal | | | | | | | | | |
| **Client** | | Warren Tea Ltd., Eastern Railways, Department of Post | | | | | | | | | |
| **Position Held** | | **Assistant Manager - Accounts** | | | | | | | | | |
| **Activities Performed** | | (i) **Project feasibility study**, **Project costing**, Project profitability & Project closeout reporting; (ii) Finalisation of accounts with monthly reports; (iii) **Overhead & expense budget preparation**, Inventory management, distribution and logistics; (iv) **Interact with clients in the areas of requirement analysis and act as a bridge between the technical team and clients**; (v) Income tax, Provident fund and Profession tax and filing of returns; (vi) Appraisal of credit policy and credit worthiness of parties;(vii) Annual financial audits and develop internal audit measures | | | | | | | | | |
| **CERTIFICATION** | | | | | | | | | | | |
| I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me in relation to my qualifications, and experience.  **Place: Kolkata**  **Name of Expert Signature Date**  Ashim Paul | | | | | | | | | | | |