CURRICULUM VITAE

SUBHASH DEV

devsubhash23@gmail.com

MOBILE # +919871202723

# PROFILE

Self motivated, disciplined, committed to performance and have a desire to excel. Have tenacity to beat odds and always strive for improved performance.

## OBJECTIVE

To trace the path of success through continuous learning hard-work and persistence and make a mark in corporate world.

## EDUCATION

Master of Business Administration (MBA) (2002-2004) from, Jiwaji University, Gwalior.

B.Com. (Taxation) (1997-2000) from Rani Durgawati University, Jabalpur.

Intermediate (10+2) (1995-1997) from G.G.S.Khalsa.H.S. English Medium School, Jabalpur (M.P. Board Secondary Education, Bhopal)

## COMPUTER LITERACY

DISM Course from Aptech, Jabalpur.

## CERTIFICATE COURSE

NCFM Certificate in Financial Markets- Beginners Module

## AREA OF SPECIALISATION

**Major:** Financial Management

**Minor:** Information Technology

## SUMMER TRAINING

“Evaluation of Working Capital of Cadbury India Limited” at Cadbury India Limited, Malanpur.

## OTHER PROJECT

“Job Satisfaction and Patients Satisfaction of Grover Hospital” at Gwalior.

“Establishment of New Business in Gwalior City” at Gwalior.

“Ratio Analysis of Ranbaxy Lab. Ltd.”

## EXTRA CURRICULAR ACTIVITIES

NCC ‘C’ Certificate from 1 MP Naval Unit

## WORK EXPERIENCE

**Firm Name : Singhai Paper Mart** Distributor of J.K.Corp.Ltd. & Note Book

Manufacturer as Accounts Assistant. **(June 2000 – July 2002**)

**Job Responsibility:** Internal Audit of the firm, Taxation, Income Tax, Sales Tax, Budgeting,

General Accounting in Tally and Manual Accounting, MIS Report on Excel Busy, Tally etc., Computer Accounting as well as Manual Accounting, Daily Report etc, reporting to Proprietor.

**Company Name: Star Track Terminals Pvt. Ltd.** (Joint venture of Maersk Line &

CONCOR) as Sr. Executive Finance. (**July 2004 – July 2006**)

**Job Responsibility:** Accounts Receivable & Accounts Payable, Cash Management, Bank

Reconciliation MIS, Budgeting by using the tools in Excel, ERP & SAP System, Income Tax TDS, FBT and Service Tax, and Export/Import Documentation Reporting to Sr. Manager Finance & Company Secretary and Managing Director of the Company.

**Company Name: Jaiprakash Associates Limited**

as Assistant Manager-Finance (**July 2006 – July 2008**)

**Job Responsibility:** General Accounting, Accounts Payable, Payroll processing (ESI & PF

Return & filing), Cash Inflow and Outflow Statement, Budgeting, MIS Report and Financial Analysis, Project feasibility report, by using the Tools in Excel, Tally, ERP & SAP (FI/CO), Debtors & Creditors Management, Liasioning with banks & FII’s for fund raising matter, maintains FAR and report for depreciation on monthly basis, Direct & Indirect Taxation (ETDS, Service Tax, VAT, WCT, Sales Tax, FBT), Reporting to VP-Finance & to Director In-charge of the Project for Real Estate & Expressway Project (Taj Expressway Project).

**Company Name: Educomp Infrastructure & School Management Limited** as Assistant Manager-Finance & Accounts (**May 2008 – January 2011**)

**Job Responsibility:** Monthly Trial Balance, P&L, Balance Sheet and Cash Flow Forecasting. Costing, Project-wise profitability, region profitability and Team Profitability. Preparation, Finalization & Analysis of Financial Statements & Reports, Budgets/Results for construction of School & Trust, Management of School & Trust, handling commercial function for multiple projects. Verification & consolidation of all books of accounts, reconciliation of trial balances auditing books of accounts, Bank Reconciliation, Cash & Fund Flow Management, working on MS-Navision, Coordinating with Auditors for LR, Internal Audit, Statutory Audit and Final Audit, and implementation of JD Edwards and Coordinating with various department. Supervision of accounting and bills passing of project, contracts & services, MIS preparation like CWIP, assets, depreciation, project cash flow, Capitalization etc regular functions. Monitoring bill passing activities manual as well as online in SAP. Preparing monthly, quarterly, annual accounts w.r.t. assets, depreciation, capitalization and its impact as IGAP, scrutiny & reconciliation of vendors & service providers.

**Company Name: Forbes & Company Limited (Shapoorji Pallonji Group)**  as Deputy Manager-Finance & Accounts. (**January 2011-July 2016**)

**Job Responsibility:** Regional Finance Controller for North & West Region, Accounts Payable

& Accounts Receivable reports for all India, responsible for financial operations including

finalisation of books of accounts, budgeting, taxation and audits, Closely working with Unit

Business Heads to ensure that business gets required support from finance function, MIS

preparation, Regional Profitability and Branch Profitability. Ensuring that appropriate and

adequate mechanism are in place regarding financial controls at regional level. Adept at

generating customized MIS reports on various parameters for facilitating the corporate

management decision making process, Finalization of Monthly / Quarterly / Annual Accounts,

taxation etc. with Auditors for LR, Internal Audit, Statutory Audit and Final Audit, Preparation

of Monthly Financial/Management Accounts under defined standards, monitoring credit control

section at regional level, Preparation of financial plan, budgets & estimates, monitoring actual

performance of the region against the same, Cost Analysis creating report in Excel from SAP

(FI/CO) for Corporate, Revenue Analysis and working knowledge of SAP.

**Company Name: Accel Frontline Limited**  as Regional Controller- Accounts. (**September 2016- Till Date**)

**Job Responsibility:** Regional Finance Controller for North, Accounts Payable & Accounts

Receivable for entire North Region, responsible for Accounting statements, Finalization, Tax,

compliance, MIS, regulatory reporting, Budgeting, forecasting, closely working with Unit

Business Heads to ensure that business gets required support from finance function, MIS

preparation, Regional Profitability and Branch Profitability. Ensuring that appropriate and

adequate mechanism are in place regarding financial controls at regional level. Statutory

compliance, Variance analysis, cash flow statements. Working knowledge on the GST returns

and implementation of GST law, professional Knowledge in the Excel, Word, working

knowledge on the SAP.

## PERSONAL DETAILS

*NAME* SUBHASH DEV

*FATHER’S NAME* SHRI H.DEV

*DATE OF BIRTH* JUNE 27, 1979

*LANGUAGES KNOWN*  ENGLISH, HINDI, BANGLA

*PRESENT ADDRESS* B-80, PARIJAT APARTMENT,

WEST ENCLAVE, OUTER RING ROAD, PITAMPURA,

NEW DELHI-110034

*MOBILE NO.*  +919871202723

*PERMANENT ADDRESS*  3-C, BALAJI ENCLAVE,

KALITALA, G.P.ROAD,

ISHAPORE, NAWABGANJ,

24 PARGANAS (N), KOL-125

*MOBILE NO.*  +919831472658

*PASSPORT NO.* N 9893781

**DATE:**

**PALCE:** NEW DELHI  **(SUBHASH DEV)**