DANISH SHAIKH (M.B.A, SOCPA, B.COM)



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# PROFESSIONAL SUMMARY

Proficient Corporate Finance Manager who has more than 9 years of experience with exceptional background in utilizing data from diverse financial and information systems to build tools and forecasting models that remarkably improve organizational decision-making capabilities resulting in increased profitability. Demonstrated track record providing comprehensive financial forecasting, budgeting, and analysis to senior management at Fortune 500 organizations.

# CORE COMPETENCIES

* Budget & Statistical analysis expert
* Knowledge of ERP (Enterprise Resource Planning) software
* Financial Planning and Strategy
* Expertise in Accounting Software usage - SAP FICO, BW, Oracle, Cognos.
* Process Improvement, Cost Accounting
* Highly developed Microsoft Suite skills (Word, Excel, PPT)
* Proficient in preparation of Final accounts, Budgeting, MIS, Variance Analysis
* Skilled in computing, analyzing and interpreting complex data, and Financial modelling.
* Extensive Experience in Handling Banking Relationship (Trade Finance), Internal Audit.

# WORK HISTORY

SEPTEMBER -2013- CURRENT 

Financial Analyst at Landmark Arabia, Riyadh, Gulf

* + Develops the forecasting tools and dashboards to analyze revenue variance, business pipeline and industry trends.
  + Designs the Annual Financial Budget for the turnover of over SAR 5 billion.
  + Determines cost of operations by establishing standard costs; collecting operational data.
  + Release the financial reports- P&L, Balance sheet on monthly & quarterly basis.
  + Analyzes the financial ratios, trend & variance comparison, review of accounts, ledger scrutiny, and preparation of cash flow management reports.
  + Cash flow planning & working capital, Stock cover analysis
  + Budgets active and proposed projects by accurately determining pricing, margins and risk factors.
  + Devises the feasibility reports (BEP) for new projects
  + Reorganized the Inventory management relevant reports
  + Fixed Asset Database management.
  + Led monthly meetings with directors to analyze spending and provide financial recommendations.
  + Curtailed the Forecasts report to a more accurate, efficient and automated layout, Periodic updates for overheads budget and assessment of likely year end spend.
  + Facilitates the Ad Hoc projects as requested by Business Controller and the Finance Director Coordinates the period, quarterly and year end close processes, Period close analysis
  + Managed, tracked and monitored financial updates, watch lists and insurance files.
  + Built and maintained databases for forecasting the financial performance

FEBRUARY 2011- SEPTEMBER 2013

Deputy Finance Manager

Reliance Industries Limited, Ghansoli, Navi Mumbai

* + - Facilitated the timely provisioning, closing of books & Submission of Quarterly & Monthly Financial statements i.e. Trial Balance, Profit & Loss A/c, Balance Sheet, Schedules
    - Designed the creditors & debtors ageing report to the management for the turnover over INR 3000 crores.
    - Reconciled the records with vendors and clients on a timely basis for transactions over INR 100 crores.
    - Developed the financial budget procedures & presented "what if" scenarios for budget assumptions and forecasting strategies.
    - Cultivated the Variance analysis report with the budgets to the senior management.
    - Facilitated the month-end close processes, Invoicing, journal entries and account reconciliation.
    - Improved the spreadsheet models for diverse projects and analysis.
    - Built and maintained databases for forecasting future financial performance.
    - Generated the quarterly earning presentations and monthly investor presentations.
    - Consolidated the financial data and materials for key leadership meetings.

AUGUST 2008- FEBRUARY 2011

Finance Executive

Enercon India Limited (Gmbh) Andheri, Mumbai

* + - Controlled the Trade Finance Banking limits, Letter of credit, RTGS/NEFT arrangement with bank
    - Designed and created daily, weekly and monthly cash flow reports.
    - Facilitated the fund & non-fund based limit utilization reports, Quarterly inventory reports to the management.
    - Developed the accounts payable reports for management review supported the accounting department during monthly closings.
    - Handled Opex Budget of over INR 100 crores.
    - Developed the daily/weekly spending forecasting mechanism Liaison with top 10 bankers for trade finance activities.
    - Cultivated the Adhoc reports to the management based on different requirements,
    - Structured the bank reconciliation process for monthly review.
    - Created and maintained precise and accurate models, charts and reports.
    - Led monthly meetings with directors to analyze spending and provide financial recommendations.

# EDUCATION

2008

MBA: Finance

Institute of Management & Computer Studies, Mumbai

Internship: Project Name- Hydel Power Projects “Corporate Finance” At Hindustan Construction Company

2006

Bachelor of Commerce: Major Subject “Financial Accounting & Auditing” University of Mumbai

Scored distinction in university

Other Certification

Certificate of Achievement -Financial Planning by “TAFEI SYDNEY”- Open Universities Australia. Honor Code Certificate- Financial Analysis and Decision Making by " Tsinghua University”.

Registered as a Member at **SOCPA Institute**

**I hereby certify that the above information is true & best of my knowledge & belief.**