

Una Bishnu Kumar Patro

~ Seasoned Finance & Accounts Professional

An enthusiastic & high energy-driven professional; targeting senior level assignments in **Finance and Accounting** with an organization of high repute across **Bengaluru** location



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Executive Profile

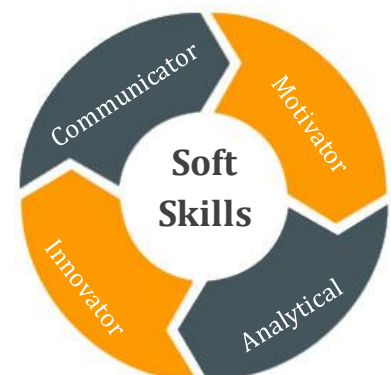
- Highly skilled and Lean Certified professional with **12 years** of rich experience in entire gamut of Finance & Accounts functions across **IT, Insurance, Service, Manufacturing, ITES domains**
- Strong experience in **heading all aspects of Finance** including financial planning & modeling, accounting, working capital management, capitalization of project expenditure, financial & corporate reporting, regulatory & compliance. Headed **overall accounting operations** pertaining to accounting transactions, formulation/ finalization of various accounts.
- Comprehensive experience in **supporting management to improve financial performance** by recommending actions in the form of financial reports, charts, graphs & tables using Advanced Excel, Formulas, Functions and Pivot Tables.
- Proven expertise in managing **financial & accounting matters** involving preparation of financial statements and monthly/ annual closing of accounts.
- Demonstrated proficiency in **creating, analyzing & executing budgets and conducting variance analysis**; knowledgeable in managing fixed assets, banking & cash transactions, working capital, audits, and statutory compliance matters.
- Capable of providing **leadership** across establishing and implementing internal control disciplines, managing all facets of cost accounting including budgeting, forecasting, financial analysis, variance reporting & cost control.
- Having good exposure working in **Agile** environment
- Good exposure in business analysis skills like preparation, review and approval of **SOP** and related areas.
- Team-based management style coupled with the zeal to drive visions into reality.

Notable Accomplishments Across the Career

- Received award for **implementing projects of new ERP system**, and performing cost benefit analysis for AIG located in EMEA
- Recipient of **Best Team Award and Gold Award** from AIG for successful SAP implementation in Italy & Europe region
- Successfully **saved time over 200-man hours monthly** by standardizing the AP PIT account in Wipro
- Achieved **5 global transitions** for Wipro, AIG and EFI
- Scaled up productivity through Lean Mean Initiative**, Cost Control, and P&L Impacts & Automation
- Steered **process improvement initiatives** for recognizing & establishing process controls including validation reports creation/ enhancements
- Recognized with the **High Achiever Award** for Q1 2017, Q3 2018 and Q1 2019

Core Competencies

Financial Planning & Analysis	Accounts Receivable / Payable
MIS Reporting & Documentation	Budgeting & Forecasting
Audit / Taxation/ Payroll Management	Statutory Compliance
ERP Implementation	Cash Flow/ Fund Management



Education & Credentials

- CMA from ICAI: 2010
- M.Com. from BU: 2009
- B.Com. (Hons.) from BU: 2006

Articleship

Jul'09 – Nov'10
Suru Kotini & Associates,
Odisha
Audit Assistant

Professional Experience

Since Jun'22: LTIMindtree Ltd., Bangalore as Senior Specialist – Business Analysis



Key Result Areas:

- Evaluated consistency and importance of different business intelligence data against needs to determine optimal course of action. Built library of models and re-usable knowledge base assets to produce consistent and streamlined business intelligence results.
- Synthesized current business intelligence data to produce reports and published presentations, highlighting findings and recommending changes.
- Design, Draft & Publish** Global Ledger Standard process as part of Global Ledger / Books & Records Policy.
- Preparation of Document for **Minimum Operating and Control standards** with related metric.
- Defined **KPIs** for Accounting, Ledger and Close process.
- Document Ledger/Subledger & Finance **Data Standards** organisation structure
- Finalize global Ledger Procedures document - processes, key controls, minimum operating and control standard.
- Validation and standardization of **Charts of Accounts** (COA).
- Preparation of Ledger function, Control and content for Full Suite and Pearl.
- Preparation of change management, Risk Assessment and gap analysis process guides.

Nov'19 – Jun' 22: EFI India Pvt. Ltd., Bangalore as Assistant Manager



Key Result Areas:

- Preparing and presenting weekly & monthly management reports on cost and benefit analysis, productivity analysis, inventory turnover analysis and cost variance analysis
- Maintaining fixed assets; streamlined reports, filed returns for fixed assets, managed site wise capitalization & provision, undertook physical verification of assets and ensured that all assets were insured at the correct value.
- Spearheading preparation of financial statements/ US GAAP quests (PL, Balance Sheet, & Cash Flow) and reporting giving insight to the key performance indicators under US GAAP including analytics, flux reporting
- Leading routine & recurring journal/ accounting entries, accruals entries, VAT Run, Revaluation & FX run & so on
- Acting as part of Enterprise Finance Transmission Team to work on SAP related finance transmission process.
- Monitoring COGNOS reporting and submission as well as accrual reporting; ensuring DAC reporting, preparation of OAC reporting and KPI report. Steering preparation of SOPs, KPI to identify of the overall performance of the team.
- Developing rolling forecasts for cash flow, profit & loss projections for review by management; undertaking risk & return analysis, sensitivity analysis for the short and long-term
- Tracking inflow & outflow of funds; calculating funding position as required by local banks; monitoring bank reconciliation activities and working in close coordination with statutory auditors, stock auditors, bank auditors & bank officers' auditors for smooth closure of year-end audits.

Nov'15 – Nov'19: AIG Analytics and Services Ltd., Bangalore as Assistant Manager



Key Result Areas:

- Planned & executed monthly, quarterly, annual closure schedules; provided monthly financial statements; administered the monthly closing process; maintained P & L and Balance sheet update by downloading Trial Balance. Performed trial balance loading in HFM (Hyperion Financial Data Quality Management) application.
- Updated exchange rate in APTOS Tool, processed financial information according to GAAP and company procedures.
- Prepared audit work papers and responded to auditor inquiries according to company procedures.

Previous Experience

Nov'13 – Nov'15 with Wipro BPS, Chennai as Senior Executive



May'11 – Aug'13 with Data Tracks Services Limited, Chennai as Sr. Executive



IT Skills

SAP (FICO) / FW, ServiceNow, JIRA

CSPO Certified

MS Office (Word, Excel, PowerPoint) | MS Excel Macro

EZ-Viewer, EZ-Editor, Data Tagger and Rainbow Tools

Accounting Applications: APTOS, PIE, Crystal, HFM (Hyperion), FDM, QuickBooks and Tally ERP



Personal Details

Date of Birth: 29th June 1985 | Languages Known: English, Hindi & Odia

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