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Professional Profile

Highly motivated and accomplished finance professional with over 25 years of comprehensive experience in financial management, accounting, and strategic planning across public and private sectors. Demonstrated ability to navigate complex financial landscapes, ensuring compliance with international standards (IFRS, SFRS) and delivering impactful solutions. While earlier career experience includes foundational auditing work, expertise has significantly evolved toward financial leadership, encompassing advanced FP&A, taxation, and compliance. Known for adaptability, a collaborative mindset, and a proactive approach to challenges. Committed to continuous learning and leveraging cutting-edge technologies to drive efficiency and growth.

Core Competencies:

- **Financial Management & Reporting:** Expertise in financial consolidation, management reporting, and statutory compliance in line with IFRS and SFRS standards.
 - **Corporate Taxation & Regulatory Compliance:** Proficient in optimizing tax strategies and ensuring alignment with local and international tax regulations.
 - **Auditing Fundamentals:** Early career experience in conducting audits, preparing balance sheets and profit & loss accounts, and ensuring compliance for diverse entities.
 - **Financial Planning & Analysis (FP&A):** Skilled in budgeting, forecasting, and variance analysis to support strategic business decisions, including preparing detailed group budgets and collaborating with regional directors for strategic alignment.
 - **Cash Flow & Treasury Management:** Adept at cash flow optimization, liquidity planning, and banking relationship management.
 - **MIS & Data Analysis:** Advanced proficiency in creating insightful management reports and utilizing data analytics to inform decision-making.
 - **Technology Integration:** Strong technical acumen with a proven track record of implementing financial tools, automation, and ERP systems to enhance efficiency.
 - **Leadership & Team Development:** Experienced in mentoring teams, fostering collaboration, and cultivating high-performance cultures.
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Professional Experience

ceEntek Pte Ltd (March 2024 – Present)

Finance & Administration Manager (Head of Finance)

ceEntek supplies Ultra-High Performance Concrete (UHPC). ceEntek's UHPC is called UHPC 2.0™, a cost-effective and durable next-generation material, adaptable to local raw materials and applicable in various infrastructure solutions, including precast elements, tunnel coatings, and bridge decks.

Key Responsibilities:

- Engage in fundraising activities, including interactions with venture capitalists, and prepare comprehensive financial models and forecasts to support investment decisions and business planning.

- Oversee the full spectrum of finance and accounts for the Singapore headquarters and subsidiaries in China and the Middle East, ensuring compliance with local regulations and financial policies.
- Prepare and present monthly management accounts to senior leadership, providing insights and recommendations for financial performance and strategic planning.
- Conduct cash flow planning and management to ensure liquidity and support business operations and growth initiatives.
- Manage the audit process, taxation matters, and the filing of annual returns with the Accounting and Corporate Regulatory Authority (ACRA), ensuring all statutory obligations are met.
- Prepare detailed group budgets for FY2025 in collaboration with regional directors, aligning financial strategies across the organization.
- Prepare and file Goods and Services Tax (GST) returns with the Inland Revenue Authority of Singapore (IRAS), maintaining accuracy and timeliness.
- Process payroll, execute salary payments, and manage the annual submission of employee data to IRAS, ensuring adherence to statutory requirements.
- Handle day-to-day financial and accounting operations, including accounts payable/receivable, bank reconciliations, and financial reporting.
- Lead the establishment of new subsidiaries in various regions, including navigating regulatory requirements and setting up financial operations.

Significant Achievements:

- Completed voluntary GST registration within 10 days.
- Successfully completed the FY2023 audit.
- Conducted ERP evaluations and updated the accounting system for enhanced operational efficiency.

GMR Infrastructure (Singapore) Pte Ltd (April 2023 – February 2024)

Associate General Manager - Finance

GMR Infrastructure (Singapore) Pte Ltd is a wholly-owned subsidiary of GMR Group, one of India's leading infrastructure companies. Headquartered in Singapore, the company operates across multiple countries in the Asia-Pacific region, providing a wide range of infrastructure services, including commodities trading.

Key Responsibilities:

- Reported to the CFO, overseeing all aspects of the trading business, including MIS and Chairman Dashboard preparation, audit, banking, staff management, reporting, taxation, and budgeting, for Singapore and Dubai branches.
- Prepared monthly and quarterly MIS and Chairman Dashboard reports for senior management review, providing actionable insights for decision-making.
- Managed the audit process, ensuring compliance with all financial reporting requirements and achieving timely completions.
- Oversaw all banking transactions, maintaining strong relationships with key financial institutions.

- Led and mentored a team, providing training and support to enhance performance and professional growth.
- Facilitated the reporting of Singapore subsidiary's numbers to India for consolidation in the listed company financials.
- Developed and managed the annual budget for the trading business, ensuring financial targets were met and aligned with strategic goals.
- Handled all tax-related matters, optimizing tax strategies and ensuring compliance with local regulations.

Healthway Medical Group Pte Ltd (June 2018 – October 2022)

Finance & Treasury Manager

Healthway Medical Group is a leading private healthcare provider with one of Singapore's largest networks of clinics and medical centers. The company offers comprehensive services, including GP & family medicine clinics, health screening, adult and child specialists, dental services, and allied healthcare.

Key Responsibilities:

- Reported to the CFO and supervised the financial closing and preparation of statements for a major subsidiary.
- Prepared Group consolidated financial statements for the listed company, coordinating with internal and external auditors and sponsors on consolidation.
- Prepared quarterly and annual SGX financial results announcements.
- Performed treasury operational functions, including cash management and cash forecasting, ensuring that sufficient funds were available to meet ongoing functional and capital investment requirements.
- Participated in restructuring exercises and the amalgamation of group subsidiaries to improve operational efficiencies.
- Managed relationships with payment service providers, including banks, NETS, credit card, and online platform providers.
- Collaborated with AP, AR, and payroll teams on cash flow forecasting.
- Managed annual audits, taxation, GST, and corporate secretarial matters for the Group.
- Prepared and filed tax returns for the Group, liaising with Big 4 tax agents on compliance.
- Played a key role in the core ERP implementation team, ensuring seamless integration.
- Automated reports for detailed analysis using Jet Reports, pulling necessary data directly from the ERP for accurate and enhanced insights.

Significant Achievements:

- Automated daily cash flow presentations using Power BI.
- Reduced consolidation time from 5 days to 2 days.
- Successfully implemented the SFRS 116 Leases accounting standard.
- Cleared all past tax queries with IRAS.

Rotary Engineering Limited (April 2017 – May 2018)*Finance Manager*

Rotary Engineering Limited is a leading oil and gas infrastructure services company, offering fully integrated engineering design, procurement, and construction (EPC) solutions to industries such as oil and gas, petroleum, petrochemical, and pharmaceuticals.

Key Responsibilities:

- Reported to the CFO and supervised a finance team across Singapore and overseas, managing accounting, treasury, and tax matters.
- Led finance operations in Malaysia and India, overseeing finance managers and ensuring alignment with corporate financial objectives.
- Supervised finance staff in Singapore, fostering collaboration and ensuring high performance in managing daily financial operations.
- Collaborated with external auditors, tax agencies, and government bodies on statutory reporting.
- Drove annual budgeting and quarterly forecasting processes, working closely with Business Unit (BU) leadership to align budgets and forecasts with strategic goals.
- Provided financial analysis and monthly/quarterly business management reporting, tracking KPIs to support business direction.
- Managed the audit process, ensuring compliance with all financial reporting requirements.
- Managed cash flow, monitoring overhead expenses to conform to budgetary constraints.

Significant Achievements:

- Reduced monthly closing cycle by 3 days through refinement of existing closing procedures.
- Expanded responsibilities by successfully leading Malaysia entity's finance team.
- Created and delivered training programs for project teams, enhancing their ability to manage project cash flow effectively.

Amtek Global Technologies Pte Ltd (August 2015 – March 2017)*Finance Manager*

Amtek Global Technologies is a subsidiary of Amtek Auto, a group with operations across forging, iron and aluminum casting, machining, and sub-assemblies. The group boasts world-class facilities across India, Japan, Thailand, Germany, Hungary, Italy, Romania, UK, Brazil, Mexico, and the US.

Key Responsibilities:

- Reported to the Chief Financial Officer, managing consolidated short-term and long-term cash flow for the group, covering 15+ Europe-based entities.
- Managed relationships with Europe-based lenders for interest payments, repayments, and withholding tax deductions.
- Performed treasury functions, including cash management, cash forecasting, payment processing, and forex operations.

- Handled audits for group companies, ensuring compliance with financial regulations and internal policies.
- Prepared and filed GST returns with accuracy and timeliness.
- Conducted withholding tax analyses, verified tax treaties, and applied appropriate rates based on country of residence, ensuring compliance with IRAS requirements.
- Monitored and reported on company performance against the Economic Development Board (EDB) incentive program.
- Played a key role in the cash and controlling team, analyzing monthly financial performance of group entities relative to budgets and preparing treasury budgets.
- Ensured compliance with regulatory requirements, including filing annual returns with ACRA.

Sembawang Engineers & Constructors Pte Ltd (March 2008 – August 2015)

Finance Manager

Sembawang Engineers and Constructors is a major engineering and construction company in Southeast Asia, managing global projects from its Singapore headquarters. It is part of the Punj Lloyd Group, a leading Indian construction company listed on NSE and BSE.

Key Responsibilities:

- Joined as Finance Executive, promoted to Assistant Finance Manager, and subsequently to Finance Manager.
- Reported to the CFO and performed treasury functions, including cash management, cash forecasting, and monitoring interest rates.
- Established and maintained relationships with banks for funding, loans, and credit services.
- Prepared daily, weekly, monthly, and long-term cash flow reports for the group.
- Ensured sufficient funds for operational and capital investment requirements.
- Worked closely with AP, AR, and payroll teams to create accurate cash flow forecasts.
- Coordinated with overseas subsidiaries to prepare business plans and departmental budgets for the group.
- Created quarterly Chairman Dashboards (MIS) with budget vs. actual analysis.
- Developed financial presentations and board slides for executive meetings.
- Consolidated financial statements for over 20 subsidiaries, liaising with internal and external auditors.
- Conducted investment proposal analyses, including financial modeling for projects valued at USD 50 million.
- Played a key role in drafting the preliminary prospectus for SGX listing, submitted to the Monetary Authority of Singapore (MAS).

Compulynx Ltd. Nairobi, Kenya (April 2004 – February 2008)

Financial Controller

Compulynx Ltd. is a leading software development company in East Africa, specializing in POS (Point of Sales) solutions and ERP software.

Key Responsibilities:

- Led the Finance Department, ensuring the maintenance of accurate financial records and preparation of clear, actionable reports for auditing, operational, and informational purposes.
- Prepared management reports and budgets, supporting strategic decision-making.
- Managed working capital and controlled cash flow, implementing cost control measures to operate within budget constraints.
- Negotiated working capital facilities and secured better interest rates with banks, enhancing financial efficiency.
- Oversaw import/export operations, liaising with overseas suppliers and freight agents to optimize processes.
- Recruited, motivated, and trained financial staff, building a high-performing team.
- Conducted feasibility studies and prepared financial reports for new business projects.
- Performed detailed financial analyses, including ratio and variance analyses, and identified key opportunities for business growth.

Significant Achievements:

- Completed four years of pending audits and filed tax returns under the Tax Amnesty Scheme.
- Established import procedures, enhancing operational efficiency.
- Received the "Outstanding Performer" award in 2005.
- Developed and implemented an MIS system for streamlined reporting.
- Awarded "Best Manager" in 2007 for exceptional leadership and results.

Kentainers Ltd. & Crestanks Ltd. (September 2000 – March 2004)*Chief Accountant & Financial Controller*

Kentainers Ltd. (Kenya) and its sister company, Crestanks Ltd. (Uganda), are leading manufacturers of 'Rotationally molded' polyethylene products, including water tanks, sanitation management products, material handling containers, and insulated cooler boxes.

Key Responsibilities:

- Started as Chief Accountant at Crestanks Ltd., Uganda, managing computerized accounting systems and preparing bank reconciliations, stock reconciliations, and statutory returns (PAYE, NSSF, VAT).
- Oversaw daily office administration, including cash and bank transactions, petty cash, and preparation of MIS reports.
- Transitioned to Financial Controller at Kentainers Ltd., Kenya, taking on responsibility for accurate financial records, management reporting, working capital management, material management, and audit functions.
- Prepared and submitted statutory returns to revenue authorities and managed debt collections and overdue accounts.

- Conducted financial analyses, including ratio and variance analysis, to identify key business opportunities.
- Prepared monthly financial presentations for management, providing actionable insights for decision-making.
- Managed the audit process, ensuring compliance with all financial reporting requirements and achieving timely completions.
- Collaborated on cross-border financial operations between Kenya and Uganda, ensuring streamlined processes and compliance.

Significant Achievements:

- Established robust systems for working capital management, improving liquidity.
 - Enhanced operational efficiency through improved material management.
 - Successfully transitioned into a leadership role, overseeing finance functions across two countries.
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Monte Carlo Construction Pvt Ltd. (January 2000 – August 2000)

Chief Accountant

Monte Carlo Construction Pvt Ltd. specializes in earthwork and drainage construction, notably contributing to the Sardar Sarovar Project in Gujarat, India.

Key Responsibilities:

- Maintained books of accounts, including Bank Book, Petty Cash Book, Stock Register, General Ledger, Accounts Payable, and Accounts Receivable.
 - Prepared financial statements, including Income Statements and Balance Sheets, ensuring compliance with statutory requirements.
 - Prepared and filed Sales Tax and TDS returns, adhering to regulatory deadlines.
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Pravin M. Shah & Co. Chartered Accountants (July 1994 – December 1999)

Audit Executive & Accountant

Pravin M. Shah & Co. is a Certified Chartered Accountant audit firm, handling audits for various public and private companies, trusts, and firms.

Key Responsibilities:

- Conducted audits of books of accounts for private limited companies, firms, and trusts, ensuring compliance with regulatory standards.
 - Prepared financial statements, including Balance Sheets and Profit & Loss Accounts, for diverse clients.
 - Maintained daily transactions, including Cash Book and Ledger, both manually and through computerized systems.
 - Filed tax returns with tax authorities
 - Created documentation and reports for tax audits, facilitating smooth compliance processes.
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Education and Qualifications

- **Master of Commerce** (Cost and Advanced Accounting) – May 1999
- **Bachelor of Commerce** (Advanced Accounting and Audit) – March 1997
- Completed **Singapore Chartered Accountant Foundation Programme**
- Pursuing **Singapore Chartered Accountant – Professional Programme**
 - Passed the following papers:
 - **Advanced Financial Reporting** – December 2023
 - **Business Value, Governance & Risk** – June 2024
 - **Taxation** – Pass with Merit, June 2024
 - **Assurance** – December 2024

Only Capstone - Integrative Business Solutions (IB) is pending.

Other Courses and Certifications

- **Certified Business Analytics Specialist** – April 2021
- **Future Leaders Programme**, National University of Singapore – October 2022
- **Certification in International Financial Reporting Standards (IFRS)**, ACCA UK – May 2013

Information Technology Literacy

- **Office Automation Tools:** Proficient in MS Office Suite (Word, Excel, Access, PowerPoint) and Microsoft Power BI
- **Advanced Excel Skills:** Expertise in creating macros using VBA, advanced charts, and Power Query
- **Accounting Software:** Hands-on experience with Microsoft Dynamics NAV, Oracle Financials 12i, Tally, Systematic Accord, Sage Pastel Accounting, Wings 2000, QuickBooks, Sage, MYOB