

**P. BALAN**

(Commercial Financial Analyst and Manager)

Mobile(WhatsApp): 0091-8220257167

West Mambalam, Chennai, Tamil Nadu & Resi: Hosur, Tamil Nadu

Email: consultant.pbk@gmail.com

A) Objective:

To work diligently and effectively, and thereby, optimizing my expertise and potential towards contributing to the achievement of the organizational objectives and my professional growth.

B) Professional Synopsis:

Have more than 20 years experience in Financial Reporting, Taxation, Budgeting, Auditing Costing and Analysis. Have skill and knowledge to interpret and adopt all IFRS Standards with special expertise in IFRS10(Consolidated Financial Statements), IAS 11(Construction Contracts), IAS 18(Revenue Recognition) and Software Revenue Recognition ASC606

Have Experts knowledge in Excel, Excel Financial Modelling & Commercial Financial Analysis. Worked more than 12 Years in an Engineering Consultancy Company, Saudi Arabia. Worked more than 3 Years with NIRT(ICMR), TB Research Projects Accounts Management. Expert knowledge in Management Accounting. Secured 85% in CA

Final "Cost Accounting" Have skills in Budgeting, MIS Reporting, Financial Analysis, Taxation and Auditing. Also worked for one year as Finance Functional Consultant for AX-2012 ERP Accounting Package. Capable of working in any Accounting Package (incl. Tally).

Capable of using Mathematical, Statistical concepts in Financial data Analysis (such as LPP, Optimization Technique, Probability, Mean, Variance, SD, npv, pricing analysis)

C) Educational Profile:

MBA (Finance) From The Annamalai University, India-2010.

CA Finalist From The Institute Of Chartered Accountant of India-1992_out of 2 groups, 1Gp. Passed. Bachelor of Mathematics (with Accounts and Statistics Allied Subjects) From The University of Madras, India-1981.

D) Professional Skill Training Courses – Details

Attended "SAP(FICO) Functional Consultants Course" conducted by the Indian Institute "EXPERTS ACADEMY" in CHENNAI, INDIA during Dec'13-Jan'14.

Attended "Advanced Financial Modelling (in Excel)" conducted by the Indian Famous Institute "PRISTINE" in CHENNAI, INDIA during June, 13-July, 13.

Attended "Training in Excel 2010" conducted by the Saudi Arabia Famous Institute "AL KHALEEJ" in DAMMAM, KSA during Nov'12.

Attended an Executive Program on "Valuation, Forecasting & Financial Modelling, Industry Analysis, Creative Accounting & Funds Management in Indian Institute of Management, Bangalore, India during July'07.

E) Professional Experience – Total Experience -more than 20 Years:

1)From June 2018 – Dec 2021: Worked as Consultant (Accounts & Finance) with National Institute Of Research for Tuberculosis, Indian Council Of Medical Research, Chennai, India

TB Prevalence Research 99 DOTs Project :June 2018 - June 2019

TB Prevalence TN District Level Project (including National Level TB) : June 2019 -Dec 2021

Work Details:

Budget, Reporting, Variance Analysis for Research Projects. Pay Roll and Expense Management PAN India. Day to day Accounts Operations Management (including GST, IT TDS and Professional Tax deduction and supporting Main Accounts Team to file the said TDS & Professional Tax Returns on time)

2)From July 2017-June2018: Worked as Associate with CA. Karthikeyan, B S P &Co., Chartered Accountant Firm, Anna Nagar, Chennai-600102 ,India.

Work Details:

Accounts Finalization, Taxation (GST,IT) and Internal Auditing for the Firm Clients.

3)From June 2016 till July 2017: Worked as an AX2012 FINANCE FUNCTIONAL CONSULTANT With Emporis Academy Pvt. Ltd, Chennai, India

Work details:

Clients 'Requirements Gathering, Analysis, Finalization and Documentation. GL Configuration, Cost Code Structuring.

Monitoring Production Process and Testing Product to see that it fully

Meets the user Requirements (including Input specifications and Output, Reporting Formats) Testing Documentation, Functional Support to End Users.

Specific Experience in Expense Management Module and Time Sheet Management Module

4)From Feb 2016 to May'16: Worked as an Associate with PANDIRAMAN & ASSOCIATES, Tax and Accounting Consultants in Padi, Chennai Tamil Nadu State

Work details:

Public Accountant Services (Advising Clients on Accounts, Indirect Taxation, Direct Taxation, Registration, Auditing & Financial Reporting &Analysis matters & Resolving Govt. Department Compliance Issues)

5)From May, 2013 to Jan, 2016: Was Running my own "Tax & Accounting Consultant" office at Hosur, Tamil Nadu State, India.

Work details:

Public Accountant Services (Advising Clients on Accounts, Indirect Taxation (VAT, Excise, and Customs &Sales Tax), Direct Taxation, Registration, Auditing & Financial Reporting &Analysis matters & Resolving Govt. Department Compliance Issues)

6)From Apr 2010 - Nov 2012 Worked as Asst. Finance Manager in "Dar Al Riyadh Holding Company Ltd" Al Khobar, KSA.

Masdar is a division of DAR Al Riyadh Group, a 100% Saudi owned company focused on providing engineered products and economic solutions in the fields of Electrical, Communication,

Mechanical, Instrumentation & Oilfield Equipment catering to the process & utilities requirements of the Oil & Gas, Petrochemical, Power, Water, Chemical and other Industrial & Institutional Clients.

(Work details given separately under the section-F)

7)From July, 2000-Apr, 2010 worked as **Management Accountant** in "Dar Al Riyadh Engineering Consultants" Al Khobar, KSA.

(Work details given separately under the section-F)

8)From Jan,1995-July,2000,rendering Audit, Tax and Financial Consultant Services to the Clients (viz., Proprietary Concerns, Partnership Firms , Limited Companies and Banks) in Tamil Nadu State, India. Had my own office in Sirkali Tamil Nadu State, India.

WORK DETAILS:

CORPORATE AUDITS, BANK AUDITS, INCOME TAX REPRESENTATION, PROJECTED FINANCIAL STATEMENTS FOR BANKS, FINANCIAL ANALYSIS AND ADVICE ETC.

9)From Mar,1991-Dec,1994 worked as Audit, Tax and Financial Consultant (for Proprietary Concerns, Partnership Firms , Limited Companies and Banks) in Tamil Nadu State, India with Mr. P.KUMAR ,BSc, FCA (CHARTERED ACCOUNTANT FIRM, Chidambaram, Tamil Nadu State, India.

WORK DETAILS:

CORPORATE AUDITS, BANK AUDITS, INCOME TAX REPRESENTATION, PROJECTED FINANCIAL STATEMENTS FOR BANKS, FINANCIAL ANALYSIS AND ADVICE ETC.

F) Highlights of the responsibilities pertains to Gulf Work Experience(For Job Sno.E6&E7)

As “Asst. Finance Manager” in “Dar Al Riyadh Holding Company Ltd”(Ref:Job Sno.E6)

Main Responsibilities:

Monthly Management Reporting, Quarterly Reporting, Estimated Actuals (3months) Reporting
Variance Analysis - Budget Vs Actual Vs Estimated Actual

Financial Analysis of Monthly, Quarterly, Yearly Reporting

Co-coordinating with External and Corporate Office Internal AX-Functional Consultants, for Finalizing, Company Requirements, Cost Code Structure ,Production Testing, Data Migration And Effective Implementation of Dynamics_ AX

Responsible for the maintenance of all Mgt. Reports (incl.QRly Reports/Dash Board) Budgets and all Fixed Assets (incl.SW) Data Base.

Responsible for the Maintenance of SALES (ie, Projects /Contracts Receipts) Data Base and SALES BACKLOG (ie, Unexecuted Orders) Data Base on monthly basis.

Custodian of GL with responsibility for all Journal Entries including all monthly Revenue and Cost Accrual Entries.

Projects Performance Analysis and Revenue, Cost Management.

Managing the day to day Accounting dept. Activities (AR,AP,CASH etc)

Verification of Invoices to Customers (ARAMCO/SABIC and OTHERS), Payable Invoices. Including LC Collections and Payments and LC/Bank Guarantee monitoring

Responsible for Ensuring the Accuracy of Financial records & the Adequacy of Internal controls. Auditing the Accuracy of the records before submission to the Internal/Statutory Auditors. Monitoring and Controlling Incoming and Outgoing Int'l LC & Bank Guarantees

Cash Flow Projection by Co-coordinating with Commercial Manager.

Ensuring the Financial Statements are prepared in accordance with Applicable IFRS /SAS Standards.

Responsible for co-coordinating with the Internal & Statutory Auditors for the timely completion of the Audits. Ensuring the Completion of the Inter divisional accounts Reconciliation in time

Liaising with the Senior Finance Manager as well as with the Operations

Departmental Managers in the Budget Preparation and Verification of the Accuracy, Logic & Integrity of the Budget etc.

Computation and maintenance of Employees 'Incentive Spread Sheet and Cost Sheet as per Company's Policy.

As “Management Accountant” in Dar Al Riyadh Engineering Consultants (Ref: Job SnoE7):

Main Responsibilities:

Monthly Managements Reporting, Quarterly Reporting, Estimated Actual Reporting

Variance Analysis - Budget Vs Actual Vs Estimated Actual

Financial Analysis of Monthly, Quarterly, Yearly Reporting, Dash Board Updating

Projects Performance Analysis ,and Management

Manpower Projects Bidding Calculation, man hrs. Cost Rate & Selling Rate Estimation.

Supervising and controlling the day to day Accounting dept. Activities (AR, AP, CASH etc.)

Verification of Invoices to Customers (ARAMCO/SABIC and OTHERS), Payable Invoices.

Responsible for Ensuring the Accuracy of Financial records & the Adequacy of Internal controls. Auditing the Accuracy of the records before submission to the Internal/Statutory Auditors.

Ensuring the Financial Statements are prepared in accordance with applicable Accounting Standards.

Responsible for coordinating with the Internal & Statutory Auditors for the timely completing of the audits.

Ensuring the Completion of the Inter divisional accounts Reconciliation in time

For co-coordinating with the Finance Manager in the Budget Preparation And Verification of the Accuracy and Logic of the Budget etc.

Maintaining the Project Performance Records etc.

F) IT Knowledge:

- ERP : Worked in Great Plains & AX-2012 /Dac Easy Accounting Packages
Ability to work in any Accounting Package (including Tally ERP9)
SAP (FICO) Configuration Knowledge (Undergone Certificate Course)
- Software : MS Office/ Have Expert Knowledge in Excel(Vlookup,Pivot table)

G) References:

- 1.Dr.Pradeep Aravindan Menon, Scientist-F & HOD, Epidemiology Dept, ICMR-NIRT, Chennai-31
Mobile Number:94446 14262
- 2.Mr.T.S.Gopa Kumar, AO and Head of the Office(Group A), ICMR-NICED, Kolkatta-700 010
Mobile Number:94342 85650

H) Personal Profile:

- Name : P. Balan, Father Name : Mr. R. Packirisamy (Late) , D.O.B. : 15.04.1960,
- Gender : Male,Marital Status: Married; Permanent Address:12/77,Titan Town Ship,
- Mathigiri,Hosur-635110

I) Declaration:

The particulars furnished above are true and correct to the best of my knowledge and belief.

Station: Hosur (Tamil Nadu)

Yours Truly,

Date : 11.02.2022

P. Balan