

RESUME

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Objective: Seeking a good position in an esteemed organization where my theoretical knowledge and current experience is given new dimension in order to strive for excellence in different financial domains

Current Experience: Working in **AUTOMOTIVE AXLE LTD** MYSORE of listed company on an annual **RS 2000 crores** turn over company and designated as **ASSIST MANAGER OF FINANCE** directly reporting to AGM – Finance. Have been comfortable working in **SAP FICO MODULE (HANA) environment and got experience of 9 YEARS.**

MY current experience includes

Currently handling: TREASURY, ACCOUNT RECEIVABLE, ACCOUNTS PAYABLE AND INDIRECT TAX ACTIVITIES AS BELOW

TREASURY AND BANK ACTIVITIES

- Bank Reconciliation Statement for all banks with in 1st of every month
- Letter of Credit and Bank guarantee documents draft review, coordination, interaction & follow up before & after shipment for acceptance
- Preparing a forecast of Fund position for the month on every 1st week of the month
- Excess funds to be keep as Fixed deposit in bank with higher interest rate
- Releasing Vendor and MSME vendor payment on every week around **25 to 30 crores** of regular dues, capex and employee advances
- Paying statutory payment's on time like –PF, ESI , TDS ,TCS and GST payment's
- Salary payment process –regular
- Physical verification of cash and documented
- Daily sharing fund position, BRS and same to be review with AGM-Finance
- Throw knowledge of treasury activates in SAP –maintaining and controlling of MULTIPLE BANK GL codes
- Cheque bouncing matters to be immediately escalated to management
- Lesioning with bank as and when required and supporting the month end process where necessary.
- Providing and supporting data to internal audit, statutory audit, IFC audits and tax audits
- Making import payment through bank Trade on portal by getting good forex rates from bank
- Preparing and providing audit schedules related to treasury function
- Validation of 90 days crossed Cheque for staling

- Allocating a fund based and non-fund based limit to multiple banks based on our fund requirement and getting same approval from BOARD MEETING
- Preparing and Passing treasury related month end provision entries.
- Providing the stock details statement and forex statement to bank on monthly basis matching with our financials
- Coordination with banker end and getting GRWAIVER on exporting of goods on FOC basis and same to be closure in RBI portal by providing the related import documents or destructive certificates

ACCOUNTS RECEIVABLE ACTIVITIES

- Played a key role in maintaining 3% outstanding receivables
- Strong in accounts receivables credit control
- Monthly customer reconciliation statement preparing and review with AGM-finance
- Revenue and AR MIS preparation on weekly basis
- Collection accounting on daily basis and circulated unapplied credit on weekly basis
- Scrap customer refund payment make immediately
- Preparing and sharing AR aging report and GIT report on weekly basis and address queries immediately
- TCS workings and adhere to statutory payment time lines for scrap sales
- In case of commodity reduction , price diff , short paid interaction with marketing team and with customers to get confirmation and accord in books
- Preparing and Passing AR related month end provision entries like Warranty provision, Goods in transit provision , Technical fee provision and Royalty working provision
- Preparing and providing audit schedules related to AR function
- Board aging deck preparing and review with CFO and AGM of finance

ACCOUNTS PAYABLE ACTIVITIES

- GR/ IR tracking and reconciliation on daily basis and addressing of rate diff , short received quantity and GST hsn mismatch to respective buyers
- Major vendor account reconciliation on monthly basis
- Addressing vendor quires over mail
- Record and verify of contracts bills for non PO based
- Weekly preparing vendor aging report
- Generate 15CA and 15CB form for foreign remittance
- Filling TDS and TCS return on quarterly basis

MAJOR ACHIEVEMNETS IN CURRENT PROFILE

- **Implementation of new discounting process to our suppliers in axis bank and facilitating to our supplier in utilization of our bank limit and we are getting a benefit of RS 120 million per annum in banker investment and directly crediting our income GL**
- **Investing in debt mutual fund and earned more income comparatively Fixed deposits**

- Complete axis bank Host to Host integration handled in coordination with our and axis bank IT Team
- Creation of new Z code in SAP for smooth payment process
- Developed a SAP AR aging report with all criteria's

INDIRECT TAX ACTIVITIES

GSTR-1

- Validation of sales with sales GL
- Reconciliation of customer ledger with output tax GL
- Reverse charge mechanism – payable validation

GSTR-2A

- Validation of purchase register with vendor ledger
- Input tax GL validation with vendor GST charges
- Validation of HSN and SAC codes if any item added in purchase register
- Validation of ineligible GST credit
- Rcm credit validation
- Input credit aging analysis

GSTR3B, GSTR9 & GSTR9C

- Ensure monthly payment to authority within due date
- Sales monthly recon b/w GSTR3B with sales TB
- Ensuring credit utilization and pass utilization entries to respective GL's

MAJOR ACHIEVEMENTS IN CURRENT PROFILE

- Completion of CST assessment of 2013-14 and got refund order of Rs 6.5 crores.
- Coordinating with SAP consultants and successful implementation of GST in sap fico module
- Completion of all CST ,VAT & ENTRY tax assessments without major liability payment

PAST EXPERIENCE

Worked in TVS MOTOR COMPANY in Hosur plant Tamil nadu over 1 year in indirect taxation profile CENTRAL EXCISE AND SERVICE TAX related activities and have been comfortably worked in SAP environment

KEY STRENGTHS

- **TECHNICAL KNOWLEDGE**-Proficient in MS excel , word & power point presentations
- **FLEXIBILITY** – Having the knowledge of handling General Ledger profile in SAP environment can easily shift to any profile in finance with maximum efforts

EDUCATION

M B A – FINANCE

(VIVEKANANDA COLLEGE OF ENGINEERING –PUTTUR, MANGALORE –VTU UNIVERSITY)

2010

B B M- FINANCE

(VIDHYA VARDHYAKA COLLEGE-MYSORE-UNIVERSITY OF MYSORE)

2008

PERSONAL DETAILS

Father & mother name – Shivananje Gowda & Gowramma

Date of Birth -25-05-1987

Marital status –Married

Languages known – Kannada and English

Declaration

I hereby declare that all the data mentioned above is true to the best of my knowledge

Place: Mysore

NARESH GOWDA