

## NAVEEN KUMAR JAIN

B-304, Sanatan Residency,  
Bakeri City, Vejalpur, Ahmedabad  
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### **Career Summary: -**

- Chartered accountant with over 11 years of experience in accounting and statutory reporting.
- Currently working in the statutory reporting department of Vodafone India Ventures Limited (Subsidiary of Vodafone Idea Limited), one of the most reputed telecom company in India.
- Previously worked with Reliance Communications Limited, one of the major telecom company in India at that time.
- Hands on experience in SAP and Oracle HFM.
- Competent with MS Excel, Word and PowerPoint.

### **Professional Qualifications: -**

Course/degree	Institute/University	Year
C.A. Final	ICAI	November, 2005
LLB(Acad.)	University of Rajasthan, Jaipur	2006

### **Academic Qualifications: -**

Qualification	University/ Board	Year	Percentage
B.Com	University of Rajasthan, Jaipur	2004	71%
Senior Secondary	Board of Secondary Education, Rajasthan	2001	80%
Secondary	Board of Secondary Education, Rajasthan	1999	72%

### **Working Experience-Current: -**

**Employer:** Vodafone India Ventures Limited (Vodafone India Services Private Limited till 31<sup>st</sup> March-2018)

**Location:** Ahmedabad

**Designation:** Specialist-Statutory Reporting & Consolidation (Deputy Manager till 31<sup>st</sup> March-2018)

**Duration:** December, 2008 to till date

### **Current profile in Closing and Reporting team (from Jan,2012 to till date)**

- Preparing the financial statements of different legal entities of Vodafone Idea Limited, including consolidated Financial Statements as per Ind AS.
- Preparing the financial statement for tax purpose in case of merger/demerger.
- Providing the monthly/quarterly MIS reports to Vodafone Corporate finance team.
- Variance analysis on monthly/quarterly basis for financial line items.
- Handling end to end audit activity along with providing timely resolution of queries and other audit related matters.
- Maintaining the Ind AS mapping of SAP GL codes in HFM.
- Designing the templates and collecting the data from Circles/SSC to prepare the financial statements.
- Monthly GL Scrutiny and suggestion for correct accounting as per GL definition to Circles/SSC.
- Managing and checking the XBRL filling of financial statements of all legal entities through external consultant.
- Managing and coordinating for HFM System related changes for Financial Reporting.

**Previous profile in R2R team (from Dec-08 to till Jan-2012)**

- Carrying out month end processes in synchronization with other departments of SSC (OTC, LTD, PTP & TAX) & Vodafone Circles as per Corporate guidelines, SLAs & SOX compliances.
- Calculation of provisions on the basis of user department estimates, considering budget and actual booking.
- GL scrutiny and GL clearing in SAP.
- Foreign currency revaluation at period end and reclassification of debtors and creditors.
- Preparing MIS reports for circles like vendors ageing, employees advance ageing, open GRIR ageing, IFRS v/s IGAAP reconciliation etc.
- Providing necessary assistance & data to Circles as per audit requirements.

**Working Experience-Past: -**

**Employer:** Reliance Communications Limited

**Location:** Meerut

**Designation:** Deputy Manager

**Duration:** February, 2007 to November, 2008

**Channel accounting of UP(West) Circle**

- Finalisation of monthly postpaid acquisition commission and other schemes related to postpaid acquisition and proper accounting in SAP.
- Monitoring actual schemes payouts against approved budget rates from corporate office, and providing MIS on actual vs budgeted to Business Commercial Head.
- Verification and proper accounting of AV/CV claims, collection commission & other claims.
- Calculation of clawback/penalties as per terms and conditions of schemes and accounting in SAP.
- Providing periodic account reconciliation statements to channel partners.
- Monthly reconciliation of Physical v/s actual stock as per books.
- Full and final settlement of channel partners and proper accounting.

**Training/articleship: -**

Three years of articleship training from Mathur & Company, a practicing Chartered Accountants firm in Jaipur.

**Personal Details:**

Date of birth	05 <sup>th</sup> Oct, 1983
Father's name	Mr. G.C. Jain
Marital status	Married
Gender	Male
Nationality	Indian
Languages known	English, Hindi, Rajasthani, Gujarati
Permanent address	Village-Tordi Sagar, Tehsil- Malpura District- Tonk, (Rajasthan) PIN-304502