





Gadadhar Dutta

Finance & Accounts

Scaling new heights of success with hard work & dedication and leaving a mark of excellence on each step; targeting assignments in **Finance, Accounts & Commercial Costing** with an organization of repute
Location Preference: Kolkata

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Profile Summary

- **AICWA** professional with **over 12 years** of experience in **Audits, Accounts and Financial Management**
- Excellence in managing end-to-end Debt Collections Process for operations with focus on matching of Retail sales and collection from debtors.
- Debtor management, understanding and monitor of debtors' behavior on financing function.
- Helping dealers to obtain channel finance from banks or FI thru issuing comfort letter to the bank/ FIs.
- Working capital monitor and management of the channel partners.
- Deciding on bank guarantee requirement from the dealers to facilitate company to provide credit to primary channel partners. Bank guarantee is based on analyzing financial performance.
- Determination of credit limit to be set for the dealers/ distributors as per given credit policy of the Company.
- Monitor overdue receivables and ensure their collection.
- Monitoring on monthly/ quarterly GST compliance of the channel partners. (GSTR 1, GSTR2 and GSTR 3, GSTR 3B).
- Looking after financial transactions disputes and its settlement of 350+ secondary channel partners with the help of primary channel partners.
- Liaising with local government offices for renewal and obtaining licensing and legal compliances of the Regional Office, it includes, Trade license, Renewal under Shop & Establishment Act, Professional Tax.
- Ensure system support for depot.
- Visit to dealers/ distributors/ depot and conduct process audit and identify the gap and action plan.
- Support to BU head on any other topics not mentioned above but incidental to the business.
- Knowledge about SAP & MS Office.
- Inventory valuation of channel partners.
- Inventory audit of primary channel partners.
- Analysis of overhead expenses, including cost control cost reduction of Regional Office.
- Analysis of overhead expenses of channel partners and advising on suitable course that can be taken to increase profitability.
- Preparation of PO of asset procurement for Regional Office after negotiation with the vendor.
- Working in SAP FICO.
- Highly skilled at meeting & setting KPI targets and planning areas of improvement or development; led various projects focused on efficiency and accuracy improvement
- Skilled in generating quality & process-oriented reports, suggested alternatives for improving & enhancing the services standards; implemented systems, procedures & manuals for preparation & maintenance of MIS reports
- Monitored operational performance indicators, strategic initiatives, risk scenarios & business plan; indulged in Accounts, Taxation & Auditing for ensuring smooth functioning in Finance Department
- Extensive experience in conceptualizing & implementing financial planning & management, procedures & controls, maintenance & finalization of accounts and audits, taxation, profitability monitoring, capital restructuring, and building internal financial controls
- Reviewed efficacy of internal controls, identified gaps, ensured compliance with the Legal provisions, Act (Direct and Indirect Tax), Accounting Standards, guidance notes and other legal pronouncements
- An effective communicator with excellent relationship building & interpersonal skills



Core Competencies

Financial Analysis & Planning

Taxation & Finance

Bank Reconciliation

Financial Operations

Debtor Management

Reporting & Documentation

People/ Team Management

MIS Reporting

Commercial Costing



Soft Skills



Academic Details

- AICWA (Cost Accountant) in 2006
- M.Com. from M. S. University in 2004
- B. Com. From Calcutta University in 1998



Organizational Experience

Sept'08- Till Now

Bajaj Auto Ltd., Kolkata as Assistant Manager- Finance

Key Result Areas:

- Conducting debt management & analysis such as budget setting, expense variance analysis & financial consolidation; investigating & resolving potential revenue leakage areas
- Performing analytical review of financial operations managing channel partners of West Bengal & North East.
- Spearheading finance functions namely determining financial objectives, designed & implemented systems & policies, conducting cost analysis & reporting variances to facilitate internal financial control
- Formulating & implementing team incentive programs and motivating & retaining employees and challenging the team to set ambitious goals.
- Delivering training (both new & ongoing) basis requirements; reviewing and updating job aids as and when needed.
- Ensuring and promoting ethics and integrity at work
- Providing regular financial performance feedback and organizing frequent formal & informal coaching sessions to channel partners.
- Monitoring different audit programs such as Group Audit, Dealer Audit.
- Analyzing financial implications through a cost-benefit analysis and forecasted requisite changes
- Generating monthly MIS; monitoring the performance on the monthly basis and submitted reports the concerned authorities; analyzed deviations in profitability
- Analyzing quality results to report error trends, root causes of errors & opportunities for defect reduction and brainstorming with the team & business partners to identify process improvement opportunities.

Dec'06- Aug,08

Kitchen Appliances India Ltd., Kolkata as Account Officer

- Assisting commercial manager.
- Handling Receivable accounting.
- Accounting for Regular expenses in form of bill passing of vendors and Dealers, etc.

Highlights:

- Finalized financial reports & maintained AMC of assets of Regional Office with weightage approx. 20%
- Collaborated with the senior management to implement strategies and processes to attain corporate goals and ensure profitability for the company
- Worked with senior members in the Tax Advisory team.
- Performed audit including Concurrent, Internal and Stock Audit
- Scrutinized books of accounts of Dealers & collection of financial bank guarantee.
- Liaising with Banks for getting Channel finance for the channel partners.



Personal Details

Date of Birth: 16th June 1978

Languages Known: English, Hindi and Bengali

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