

AVIJIT BHATTACHARYA

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Career Objective:

I want to associate myself with an organization where with my analytical and logical ability, I will be able to contribute to the growth of the company. I desire to be a part of the team which excels & exceeds in achieving the tasks & meeting the company's objectives with efficiency and success.

Professional Snapshot:

MBA with 11 years of experience in manufacturing industry with hands on experience in Finance and Accounts, material management, R2R, F&A and FP&A function and well conversant in SAP.

Professional Qualification:

MASTER OF BUSINESS ADMINISTRATION (M.B.A) in FINANCE from Management Education Centre of Heritage Institute of Technology (Kolkata) (Approved By AICTE and Affiliated To West Bengal University of Technology) in 2009.

Academic Qualification:

- Passed B.Com (Hons.) from Calcutta University securing 2nd Class in 2006.
- Passed I.S.C. from C.I.C.S.E. (New Delhi) securing 1st Div. in 2003.
- Passed I.C.S.E. from C.I.S.C.E, New Delhi Board securing 1st Div. in 2001.

Software Proficiency:

Having a thorough knowledge and worked extensively in **SAP** throughout entire career. Also conversant with MS-Office- Word, Excel and PowerPoint Presentation and few other Financial Accounting packages.

Profile Summary:

- Budgeting & Forecasting, MIS, cost control, monitoring on monthly performance,
- Identify and analysis the areas of variances against Budget and provide.
- Recording of Expenses and monthly provisions.
- Debtors and creditors ageing.
- Planning and forecasting of cash flow.
- Key ratios like current ratios.
- Financial Accounting, maintenance of General Ledger.
- Allocation of expenses according to the General Ledger, Cost Center, plant locations (area) basis.
- Product cost analysis and identify the areas of cost savings.
- Material Management, Valuation of Inventory, etc.
- Full working experience on SAP (FICO and MM module).

Skills and Competence:

- Analytical competence
- Thorough in financial numbers
- Accurate and punctual on deliverables
- Innovative ideas
- Cost savings ideas
- Good peer relation
- Prone to change.
- SAP exposure
- Good in MS-Office
- Fluent in communication

Professional Experience:

PRESENT ORGANISATION : ABP PVT. LTD.
LOCATION : KOLKATA
DESIGNATION : SR. EXECUTIVE FINANCIAL ACCOUNTS
DURATION : JAN 2011 TO TILL DATE
JOB RESPONSIBILITY :

- Assisting in preparation of Budget.
- Analyzing and monitoring revenues, costs and profits.
- Assisting in financial forecasting and planning.
- Performing various cost analysis, variance analysis, and MIS.
- To look after the accounts payable and reporting portion of the company.
- Checking and booking of Invoices in proper GL and cost centers.
- Keeping track of all the payments and expenditures of the company.
- Ensuring all accounting entries are done in correct GL and Cost center.
- Reconciliations and balance confirmation from vendors is done on regular basis.
- Assisting in monthly and annual closings.
- Ensuring legal and accounting compliances
- Assisting in branch level operations. Proper guidance and necessary training is provided to the branch accountants and admin staff.

PREVIOUS ORGANISATION : ACC CONCRETE LTD.
LOCATION : KOLKATA
DESIGNATION : Sr. EXECUTIVE FINANCE
DURATION : MAY 2009 TO JAN 2011
JOB RESPONSIBILITY :

- Monitor actual performance against Budget and provide detailed analysis of variances.
- Preparation of P/L accounts for Area basis and Plant basis on monthly and annual basis.
- Various types of financial analysis, Preparation of Budget, plans and forecast.
- Preparation of monthly profitability statement, and other MIS statements.
- To look after the Accounts Payable of the Region, & attend and resolve audit issues related to (AP) Accounts as a whole.
- Creation of purchase orders, monthly provisions for expenses, Valuation of Inventory, Monthly and yearly closing.

Project:

COMPANY : ACCLARIS BUSINESS SOLUTIONS PVT LTD.
DESIGNATION : TRAINEE
DURATION : MAY 2008 TO AUG 2008
Project on : Expenditure Analysis, Ratio Analysis & Cash flow Statement

Extra Curricular Activities:

- Represented school in inter school cricket tournament and also represented house team in cricket, volleyball & carom tournament.
- 4 years consecutive managed the different events that took place in school.
- Class representative of College.
- UNIT member & GAMES committee member in college.

Personal Details:

Date of Birth : 16th November 1984.
Hobbies : Listening to music, Trekking, Playing Football & Cricket matches.
Passport : R6933266
Passport Expiry Date : 20/12/2027
Expected CTC : Negotiable
Notice period : 30 days (Negotiable)

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