# ***AMIT BANERJEE***

# ***B. Com (Honours), Cost & Management Accountant (ACMA)***

# ***Associate Member of ICWAI , Membership No : 27290***

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# ***Objective****: To make optimal use of the experience and exposure gained over a decade in a fiercely*

*competitive market, to the success and benefit of the organization and self-career*

*advancement.*

**Contact – 9051355595 Email:** [**amitpng@yahoo.com**](mailto:amitpng@yahoo.com)

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| **ORGANISATION EXPERIENCE** |

* Since Sep 2018: working with **Century LED Limited** (Sister concern of Century Ply Ltd)**,**

**as an Asst General Manager -Finance & Commercial** at Kolkata -West Bengal and

reporting to **Business Head**

**Key Results Area:**

* Heading finance/Commercial functions and managing a team of 12 Accounts staff at Factory & Corporate office, determining financial objectives, designing & implementing systems, policies and procedures to facilitate internal financial control.
* Supervising and preparation of monthly financials i.e., **P/L Account, Balance sheet, Cash Flow** **statement** with all schedules as per Accounting Standards.
* Responsible for finalisation of **Factory & Sales - Gross/Net Margins** to Management on monthly basis. **BOM Cost analysis** in discussion with Purchase & Quality Team, Product wise Costing Sheets for analysis & comparisons to Business Head, **Cost Allocations** i.e., Direct/ Indirect & Fixed / Variable.
* Oversee the effective implementation of basic accounting system such as **Payables, Bill passing**, **Reconciliation, Receivables, Preparation of vouchers, Book keeping entries**, **Pay Roll Accounting** into the respective ledgers in line with the accounting standards and organizational guidelines.
* Monitor cash flows on regular basis and take necessary steps to ensure continuous availability of funds. Consistent follow up with Sales team on Overdues **(Debtors Aging),** Ensure timely processing of vendor payments as per Agreements. Managing all **accounts payable**.
* Implementing systems, procedures & manuals for preparation and maintenance of statutory books of account & financial statement and ensuring compliances with statutory requirement.
* Overseeing administration of the department and maintaining co-ordination between various internal departments for smooth functioning.
* Managing process function involving for computation of all statutory dues, **Direct / Indirect** **Taxation** and filling of its return. Ensuring timely completion of assessments & compliances.
* Supervising and monitoring of Inventory level and quarterly reconciliation of physical stock with book stock and its accounting. **Inventory valuation** as per AS-2 in books of Accounts.
* Supervising and managing documentation of **GST, ROC Compliance, Auditing, Import & Export** ,**PF/ESI** Compliances together with tracker of Advance and EPCG Licenses. Ensure compliances of legal requirements.
* Preparing Internal & Statutory **audit schedules** half yearly and yearly basis respectively. Finalisation of Yearly Tax Audit schedules. Also well versed in **Cost Audit**.
* Design and implement ***Standard Operating Procedure (SOP)*** to create check points at various stages of processing to ensure better internal control.
* Handling preparation of **MIS reports** and reconciliation statements as well as undertaking analysis for key indicators to assist top management.
* **Working Capital Management**, Liaison with senior officials of Bank, Financial Institutions (Rating Agencies) for credit ratings, Preparation of CMA reports and other Inventory / Debtors Aging reports for Bankers for obtaining the Sanction letters to ensure **fund/non fund -based loans**.
* Visiting Key Customers for reconciliations and settlement of disputes.
* Conducting review meetings with my Finance & Commercial teams on regular basis and also attending cross functional meetings with top management team.
* Responsible for **Budgeting**, estimated & projected financials for management. Analysis of estimated /projected figures with Budget and highlighting comments on the variances and suggesting remedial measures to Business Head.
* Also responsible for comparing financials with parallel industries (competitors) through MCA portal and highlighting Business Head on the key ratios on quarterly basis.

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| **PREVIOUS ORGANISATIONS** |

* Worked with **Usashi Real Estates Pvt. Ltd.**  as a **Sr. Management Accounting** at Kolkata from Dec’17 to Sep’18. Reported to MD on the financial part of the company. Implemented process and trained team since it was a newly real estate start up Co. in West Bengal.
* Worked with **Star India Pvt Ltd** (Star TV- Broadcasting Co.) from Dec-12 to Dec-17 as a **Manager- Commercial & Finance** at Kolkata - Responsible for Accounts Receivable, Accounts Payable, Auditing, Reconciliation of Accounts, Agreement negotiations with key Customers / Vendors. In the month of Sep-17 was transferred to Mumbai Corporate office due to centralisation of Accounts & other back office departments.
* Worked with **Samsung India Electronics Pvt. Ltd** (a fortune 500 Co.) from May-2009 to Dec-12 as a **Dy. Manager- Finance**: -Managed the Accounts Receivable & Payable part of the Eastern Regional office. Responsible for consolidation of six branch office Accounts in Eastern India at Kolkata Regional office. Inventory Management at RO & branch office and regular visit at warehouses for physical stock checking. Responsible for ROI of key distributors, dealers & brand shops and reporting the same in MIS format to Vice President based at RO. Ensuring adherence of Credit policies of the Company. Monthly visit of top 10 Customers for reconciliations. Visiting branch offices in Eastern Regions to train the Accounts team.
* Worked with **Everest Industries Ltd** (ACC Cement sister concern) from Oct -1997 to May -2009 as a **Dy. Manager – Accounts**: - Joined this Company as a Commercial Officer at Regional Sales office and managed the Sales Accounting, promoted to Sr. Officer and additional responsibilities given at Sales office. In the year 2005 promoted to Asst Manager and shifted to Factory to control the factory Accounting. Responsible for finalisation of Costing of products / BOM Costing, In the year 2008 again promoted as Dy. Manager and was made responsible to control both Sales & Factory Accounting. Started as a team member in the year 1997 and finally left the company after 12 years of continuous service in the year 2009 as a team in-charge. Was responsible for finalisation of Accounts till Balance sheet as a team member with Corporate team and managed Taxation, Insurance, Banking & Auditing, Fixed Asset Accounting at Factory.
* Worked with **TCI Ltd** (the largest logistic Company during my existence) from Feb-1994 to Oct-1997 as an **Accounts Supervisor** at Bhubaneswar branch office: -Started my career and Joined as a Supervisory Trainee and was a key team member in the logistic management at the branch.

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| **EDUCATION** |

* Qualified ICWAI Finals in the year 2005
* Became as Associate member of the ICWAI Institute in the year 2008
* Completed B. Com (Hons) from Durgapur Government College with 55% in 1992
* Passed XII th (Pure Science) from Kendriya Vidyalaya Bolarum- Secunderabad (A.P) in 1988
* Passed X th from Kendriya Vidyalaya Trimukgherry- Secunderabad (A.P) in 1986

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| **ACCOMPLISHMENTS** |

*1. Received “CERTIFICATE OF EXCELLENCE” from CEO at* ***Samsung India***

***Electronics Ltd*** *in the year 2009 for outstanding performance during HQ*

*Audit.*

*2. Appreciated by* ***Century LED management*** *for prompt refund of inverted tax*

*under GST regime.*

*3. Credit of migrating the process from ERP to SAP FICO module at* ***STAR TV*** *in 2014*

*4. Attended a Project together course conducted by* ***ACC (cement)*** *at Mumbai in 2002.*

5. Recognized by **Century LED Management** for reducing the Indirect Cost during the

COVID 19 situation to sustain the profitability in spite of low Sales demand

6. Recognised by **Samsung Management** for providing ROI of big distributors/dealers

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| **TECHNICAL SKILLS** |

* Conversant with Microsoft Office Application.
* Proficient in Tally, ERP, and other financial Packages.
* Worked for 6 years in SAP – FICO, Sales & Distribution & MM Module
* Presently working in Tally ERP 9
* Well versed in SAP, Oracle, COBOL, Fox Pro

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| **PERSONAL DETAILS** |

* Name: Amit Banerjee
* Age: 49 Years
* Father Name**:** S.N Banerjee (Retired Major from Indian Army)
* Present Address**:** Block A, 22 Ram Mohan Mukherjee Lane, Shibpur, Howrah-2
* Marital Status: Married
* Language Known**:** English, Hindi, Bengali and Punjabi
* Last CTC: 16 Lacs per annum
* Expected CTC: Negotiable
* Preference Location: Kolkata, West Bengal
* Notice Period required: 1 month (Negotiable)