**Vikas Sharma**

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**CAREER FORTE**

Chartered Accountant and Company secretary with 15+ years of experience in Accounts, Finance, Income tax Secretarial Matters and ROC Compliance with objective to contribute positively towards my professional commitment in an industry.

**WORK EXPERIENCE**

**a) McNally Bharat Engineering Co. Ltd , Kolkata Since August 2018**

A Williamson Magor Group Company and is one of the leading Engineering Companies in India engaged in providing turnkey solutions in the areas of Power, Steel, Coal & Mining, Ports, Aluminium, Material Handling, Mineral Processing, Cement, Water, Oil & Gas and Infrastructure sectors such as Buildings & Townships, High Rises, Roads, Metro, Rail etc. Over 350 plants have been constructed on a turnkey basis by MBE till date

Profile: - Associate GM (Finance & Accounts) at MBE, Heading the Treasury and Accounts function of the Company.

* Managing the cash flow of the Company, with Continuous monitoring of project cost and Annual business plan of the Company.
* Managing a high end reporting functions, reporting directly to the CFO on the Annual business plan and variance analysis.
* Overall supervision of day to day financial activities like Fund & Non-Fund based working capital limits of the company. Focus on the smooth functioning of treasury operation.
* Dealing with nationalized/Private Bank for availing of low cost term loans, working capital loans, Short term loan and non fund based limit.
* Responsible for the accounting and finalization of Quarterly and Annual accounts and coordinating with Statutory Auditors of the company at the highest level.
* Coordinating with the CFO on Corporate Debt restructuring with Preparation and discussion on the Financial Model & Term Sheet
* Dealing with TEV consultant, Credit Rating Agencies & Valuer at appointed by the bank at the highest level for compliances.
* Dealing with Forensic Auditor, Concurrent Auditor & BG Auditor appointed by the bank at the highest level for compliances.
* Administering treasury functions by liaising with Banks & Financial institutions for day to day operations, opening & negotiation of Letter of Credit (LCs) and Bank Guarantee (BG’s)
* Review and accounting of Receivable from EPC business, scrap sale proceeds.

**b) India Power Corporation (SREI Group), Kolkata Since June 2015 till July 2018**

India Power – A power vertical of SREI group, formerly known as DPSC Limited, is into a diversified portfolio, with renewable and conventional modes of power generation, transmission, distribution & power trading.

Profile: - DGM (Finance & Accounts) at IPCHL, Heading Finance and accounts department at site of 3\*150 MW Thermal Power Plant at Haldia, West Bengal.

Job Responsibilities

* Continuous monitoring of project cost and Annual business plan of the Company.
* Coordinating with the Head office at regular intervals for fund arrangement.
* Responsible for submission of monthly MIS to Directors by 1st week of the Month
* Implementation of policies, procedures & systems in regards to stores/inventory and Review of processes and advocating remedial measures to plug in lacunae.
* Review of pre awarded Contracts to vendors.
* Responsible for the total accounting of the Project cost, proper allocation of expenses to proper heads of assets according to the Project Report, preparation of monthly account.
* Review and accounting of Receivable from generation, scrap and Ash sale proceeds.
* Dealing with Technical Auditors, Internal Auditor and Lender’s Financial Advisors for the highest level for compliances.

**c) Haldia Water Management Ltd. (TATA Group), Kolkata Since July 2009 to May 2015**

HWML, A subsidiary of JUSCO and ultimate subsidiary of Tata Steel Ltd. it’s a Joint Venture between JUSCO - A TATA Enterprise and Ranhill Utilities Sdn Bhd (Malaysia) for development and operation of the Haldia Water Supply Scheme on Public Private Partnership mode.

Profile:- CFO Cum Company Secretary, Over all independent in-charge of all commercial functions of the Company.

Job Responsibilities

* Coordinating with the joint venture partners and promoters at regular intervals.
* Preparation of projected Cash flow of the Company for arrangement and disbursement of funds. Pointing out the probable loss to the management for decision to be taken
* Responsible for finalisation of Accounts, Dealing with Statutory Auditors Deloitte Haskins & Sells at highest level for Statutory and Tax audit of the Company.
* Continuous monitoring of project cost and Annual business plan of the Company.
* Dealing with nationalized Bank for availing of low cost term loans, working capital loans, FCNR (B), Short term loan, opening of Bank guarantee, Restructuring of various loans and debts with a view to reduce to overall interest.
* Dealing with customs for import material under duty waiver through registration.
* Monitoring of statutory compliances of WCT, P Tax, Sales Tax, TDS, in regards to its registration, correspondence, follow up and filing of returns.
* Complying with all the secretarial work, Companies act and Corporate Governance.
* Looking after Income Tax planning of the Company, Computation of tax, payment of advance tax, preparation of 3CD, filing of return, and its assessment.
* Dealing in the Legal/arbitration matter of the Company.

**d) Century Plyboards (I) Ltd, Kolkata Since July 2006 to June 2009**

CPIL, makers of the well-known ‘Centuryply’ brand of Plywood and decorative veneers, was

set up in 1982 in Kolkata, is the leading producer of Ply, Lam and Veneer in India.

Profile:- Asst Company Secretary, Dealing in all Secretarial Matter of the Company and independent in charge of Accounts, Finance & income tax matter of the 15 group company including 5 NBFC company.

Job Responsibilities

* Dealing with secretarial auditors, ROC, stock exchange, Registrar and shareholders.
* Conducting of Postal ballot/Polls, board meetings, AGM & EGM
* Complying with all the Companies act and listing agreement, Corporate Governance

and dealing with matters Related with Amalgamation.

* Monitoring of statutory compliances of TDS of both CPIL & group Company.
* Looking after Income Tax and Wealth tax of Company in regards to Computation of tax, payment of advance tax, preparation of 3CD, filing of return, and its assessment.
* Extending support in finalization of accounts of CPIL.
* Independent in charge of Finance, accounts, secretarial, Income Tax and Wealth Tax of group Companies in regards to Computation of tax, payment of advance tax, preparation of 3CD, filing of return, and its assessment.

**e) M/s Super Smelter Ltd , Kolkata (SAI Group) Since July 2000 to June 2006**

Sai group was established in 1995, it is engaged steel manufacturing, steel processing and allied activities with principal production facilities are at Durgapur & Jamuria in West Bengal, at Chaibasa & Koderma in Jharkhand and Sabalpur in Bihar.

Profile:- Joined the Group in the year 2000 as Assistant Accounts Manager with the parent Company i.e Super Smelters Ltd, Post qualification of CS worked as Company Secretary and Finance Executive with M/s Sai Sponge (India) Limited, Group Company.

Job Responsibilities

* Finalization of Accounts and dealing with Statutory Auditors and Tax auditor.
* Dealing with Bank for availing of term loans, working capital loans.
* Fund Management & preparation of reports relating to it.
* Complying with all the secretarial work of ROC, Board Meeting, AGM/EGM

ARTICLESHIP

M/s R K Duggar & Co. (Chartered Accountants), Kolkata from April 1997 to March 2000

Accomplishment-Statutory Audit of Companies in Private Sector. Internal Audit of B K Birla Group of Companies and Williamson Magor Group of Companies.

PROFESSIONAL QUALIFICATION

* Chartered Accountant from The Institute of Chartered Accountants of India in 2007
* Company Secretary from THE Institute of Company Secretaries of India in 2002

AWARD & ACHIEVEMENTS

Represented the School in the Badminton up to Districts Level and was Member of School & college Team in Cricket.

IT PROFICIENCY

* Conversant with SAP
* Conversant with MS Office
* Conversant with TALLY

PERSONAL DETAILS

* Date of Birth : 17th December, 1976
* Languages known : English, Hindi and Bengali.
* Martial Status : Married

Vikas Sharma