CURRICULUM VITAE

**KAUSIK KUMAR MANDAL.** B.Com (Hons.) M.Com, F.C.M.A.

Flat No-A-1, Ist Floor, SRK-RUBI,

45 C , Central Road, D.O.B. : 01-01-1966

Jadavpur, Passport No. : J 3020736

Kolkata - 700032

**Phone : +91-8902440660 ; +91-8902007905**

E-mail : [kkmandalicwa@rediffmail.com](mailto:kkmandalicwa@rediffmail.com) ; kausikkumarmandal@gmail.com

**Seeking senior level assignments in Accounts & Finance /Commercial/Costing /MIS & Business Planning / Budgeting & Taxation with an organisation of repute**

----------------------------------------------------------------------------------------------------------------

**Career Summary** :

* Finance Professional with **over 30 years** of rich and extensive experience in Financial Planning, Accounts , Commercial Activities , **Costing , Budgeting , MIS** , Strategic Planning, **Taxation**, Fund Management, Banking and Team Management.
* Adept in planning for effective utilization of funds, analysis of business results, banking, working capital management and accounting.
* Proven ability in improving operations, enhancing business growth & maximizing profits through the achievements in finance management, internal controls & productivity improvements.
* Possess significant leadership experience resulting in better financial performance and enhanced systems for higher performance of the team.
* An effective communicator with excellent relationship building & interpersonal skills. Strong analytical, problem solving & organizational abilities.
* SAP FICO / MM / PS / SD / PP / PM / ESS/ MSS Modules SAP R/3 Version 6.

**Qualifications :**

* **B.Com. (Hons.)** from Bangabasi College of Commerce, Calcutta in the year 1987.
* **M.Com. (Accounting)** from the University of Calcutta in the year 1989.
* **C.M.A.** from **I.C.A.I.** in the year 1994.
* **Diploma in Business Finance** from I.C.F.A.I. in the year 2000

**Job Profile :**

Finance and Accounts :

* Managing overall finance functions involving determining financial objectives, designing & implementing systems, policies & procedures to facilitate internal financial control to be in line with overall business plans and strategies of the Organization
* Implementing systems, procedures & manuals for preparation & maintenance of statutory books of accounts & financial statements, ensuring compliance with all statutory requirements and finalization of accounts for MIS and statutory purposes***.***
* Monitoring of working capital positions and liaison with other department heads like sales, purchases, stores to ensure optimum working capital levels.

Commercial Activities :

* To set up commercial deptt. for purchase/Stores , comparative / Bid analysis , Negotiation with suppliers / contractors , Issue of PO/WO , Analysis of Slow/Non-Moving Materials etc.

Cost Management , Budgeting & MIS :

* Calculating standard costs and contribution for all products and all the projects executed.
* Preparing the cost statement and analysis for management.
* Explaining the variance in cost and analyzing the monthly performance with respect to Business Plans and Finalization of Cost Audit functions and Financial Audit.
* Helping management in preparation of price quotes.
* Formulating annual & Monthly budgets and conducting variance analysis to determine difference between projected & actual results and implementing corrective actions.
* Preparing the MIS Reports, Cash & Fund Flow Statement, daily profitabilityand other financial reports to keep a track of financial performance.
* Product costing and Preparation of price structure of the company products for Customers and fixation of standard for new and existing products
* Established Standard for each component through Time Study and Rating.

Fund Management :

* Monitoring the unit level inflow / outflow of funds; taking adequate measures to ensure optimum utilization of available funds towards the accomplishment of organizational objectives.
* Visioning with Bank for working Capital Limit and Loan Proposals of Priority Sector / Farmer .

Taxation :

* Visioning with Excise/Service Tax / VAT / Income Tax/Other Govt. Authorities for monthly return, Assessments, Audit & Other related matters.

SAP :

* To implement FICO / MM / PS / SD / PP / PM / ESS/ MSS Modules SAP R/3 Version 6.

Business Planning :

* Handling the complete planning of all functions & management activities for ensuring the preparation of a comprehensive, target oriented Business Plan for the organization.
* Screening new projects and conducting feasibility studies to determine the financial viability of new ventures; projecting cash flow and growth opportunities.

**Industrial Experience** :

1. Working as  **Head - Finance & Accounts - Head of Corporate/ Plant Accounts//Finance/Costing/ Taxation/ IT Deptt.** **With M/S. ADO Additives Mfg. Pvt. Ltd.** - **Manufacturer of Construction Chemicals and Powder** , Corporate office at Salt Lake , Kolkata from 14.12.2020 onwards.

**Role and Responsibilities :**

* To look after day-to-day Corporate/Factory / Project accounts, approvals for Procurement / Services, analysis of slow / Non-moving Materials periodically , Negotiation with the Suppliers/Contractors, Payment to contractors/Suppliers and Inbound/Outbound logistics, SCM.
* Dealing with Banks official for Lcs/BGs/Forex and attending with Bank officials for periodical Plant visits for Short Term Working Capital Loan and Progress Reports for Compliances, Stock Statement , CMA data and Quarterly information for Banks/Financial Institutions and attending Auditors for Concurrent Audit.
* Preparing Financial Planning , funds flow and cash flow statements to monitor the inflow & outflow of funds and ensure optimum utilization of available funds.
* Ensuring timely filing of returns and Assessments such as Tax Audit,TDS, GST, Income Tax and Import and Export documentations , all type of Invoicing including exports as per the relevant acts & interfacing with Tax Auditors and regulatory authorities for assessments and remittances and dealing with Customs / Port Authorities.
* Attending the cases such as Assessments/Appeals relating to TDS/Excise / Service Tax / Customs / DGFT / VAT before the Hon’ble AC/DC/Commissioners/AC, Tribunal or higher authorities.
* Product-wise Contribution Margin Analysis and Net Margin Analysis, Profitability analysis with various production consumption combinations, Initiation & implementation of cost reduction activities relating to production & services, Target cost of procurement in line with Product price trend/Market condition, Standard Vs Actual cost comparison & Analysis, Project Cost & Benefit Evaluation, Implementation of costing system for new process/product, ROI and Pay-back period, Product input cost sensitivity analysis, Co-ordinate for all statutory procedure related activities w.r.t. to Cost Audit, Finalization of Cost Audit Report.
* Product Costing grade wise, Variance Analysis , Material Balancing , Fe and Chrome Balancing , Stock Reconciliation & Inventory Valuation, Maintenance of Cost Record as per Rule and Cost Audit .
* Formulating Annual Operating Plan and Rolling Forecast and conducting variance analysis to determine difference between projected & actual results and implementing corrective actions.
* Managing the timely preparation and presentation of statutory books of accounts, financial statements as per IND-AS and annual reports, ensuring conformance to regulatory accounting standards, Monthly Closing Process.
* Implementation / Developing of SOP.
* Interaction with Statutory / Internal auditors / Cost Auditor.
* Control of Debtors / Creditors Accounts.
* Customization of Tally ERP as per Industry/Management requirements.
* Accomplishes Finance department objectives by orienting, training, assigning, scheduling, coaching, and counseling.

1. Worked as **Senior Qualified Assistant** with B.Mukherjee & Co (CA Firm) / D K D & Associates (CA Firm), Kolkata from Jan ’18 to Nov’20.

**Role and Responsibilities :**

* Statutory Audit.
* Tax Audit.
* Stock Audit.
* Internal Audit.
* GST Audit.
* Concurrent Audit.
* Cost Audit
* Various Certifications.

1. Worked as  **General** **Manager ( Finance & Accounts ) – Head of Plant Accounts//Costing/ Indirect Taxation/ IT Deptt.** **With M/S. Visa Steel Limited**  - **Manufacturer of Coke , Sponge Iron , Hot Metal , Pig Iron , Billet/Bloom , Bar , Wire Rod , Ferro Chrome with Six Furnaces & Generation of Captive Power (75 MW )** at Kalingnagar Industrial Complex , Orissa from 01.04.2017 to 25.11.2017.

**Role and Responsibilities :**

* To look after day-to-day Factory / Project accounts, approvals for Procurement / Services, analysis of slow / Non-moving Materials periodically , Negotiation with the Suppliers/Contractors, Payment to contractors/Suppliers and Inbound/Outbound logistics, SCM.
* Dealing with Banks official for Lcs/BGs/Forex and attending with Bank officials for periodical Plant visits for Short Term Working Capital Loan and Progress Reports for Compliances, Stock Statement , CMA data and Quarterly information for Banks/Financial Institutions and attending Auditors for Concurrent Audit.
* Preparing Financial Planning , funds flow and cash flow statements to monitor the inflow & outflow of funds and ensure optimum utilization of available funds.
* Ensuring timely filing of returns and Assessments such as Tax Audit,TDS, Sales Tax, Excise, Service Tax, Income Tax and **GST** Implementation and filling of returns , Import and Export documentations , all type of Invoicing including exports as per the relevant acts & interfacing with Tax Auditors and regulatory authorities for assessments and remittances and dealing with Customs / Port Authorities for Advance authorization/EPGC Licence/Assessments / Export Obligations / Documentations etc.
* Attending the cases such as Assessments/Appeals relating to TDS/Excise / Service Tax / Customs / DGFT / VAT before the Hon’ble AC/DC/Commissioners/AC, Tribunal or higher authorities.
* Product-wise Contribution Margin Analysis and Net Margin Analysis, Profitability analysis with various production consumption combinations, Initiation & implementation of cost reduction activities relating to production & services, Target cost of procurement in line with Product price trend/Market condition, Standard Vs Actual cost comparison & Analysis, Project Cost & Benefit Evaluation, Implementation of costing system for new process/product, ROI and Pay-back period, Product input cost sensitivity analysis, Co-ordinate for all statutory procedure related activities w.r.t. to Cost Audit, Finalization of Cost Audit Report, Monthly FICO Module Closing in SAP.
* Product Costing grade wise, Variance Analysis , Material Balancing , Fe and Chrome Balancing , Stock Reconciliation & Inventory Valuation, Maintenance of Cost Record as per Rule and Cost Audit .
* Formulating Annual Operating Plan and Rolling Forecast and conducting variance analysis to determine difference between projected & actual results and implementing corrective actions.
* Managing the timely preparation and presentation of statutory books of accounts, financial statements as per IND-AS and annual reports, ensuring conformance to regulatory accounting standards, Monthly Closing Process.
* To implement/ Review the process of SAP FICO / MM / / /SD / PP / Modules SAP R/3 Version 6.
* Implementation / Developing of SOP.
* Interaction with Statutory / Internal auditors / Cost Auditor.
* Control of Debtors / Creditors Accounts.
* Monitoring the Correctness of SAP Entries and SAP Accounting.
* Accomplishes Finance department objectives by orienting, training, assigning, scheduling, coaching, and counseling.

d) Worked as  **General** **Manager ( Finance & Accounts ) – Head of Accounts/Finance/Costing Deptt.** **With M/S. Gerdau Steel India Limited** - **Manufacturer of Coke , Sinter , Hot Metal ,Pig Iron , Billet and Steel & Generation of Captive Power (6 MW and 15 MW )** at Tadipatri , Andhra Pradesh from 12.12.2012 to 31.03.2017.

**Role and Responsibilities :**

* Determining financial objectives, designing & implementing systems, policies & procedures in co-ordination with top management to facilitate best practice & establishing internal controls.
* Developing business plans and strategies for maximizing profitability & revenue generation & realize organizational goals.
* Formulating budgets and conducting variance analysis to determine difference between projected & actual results and implementing corrective actions.
* Managing the timely preparation and presentation of statutory books of accounts, financial statements as per IND-AS, IFRS and annual reports, ensuring conformance to regulatory accounting standards, Monthly Closing Process.
* To implement/ Review the process of SAP FICO / MM / PS / /SD / PP / PM Modules SAP R/3 Version 6.
* Interaction with Statutory / Internal auditors / Cost Auditor.
* Ensuring timely filing of returns such as Tax Audit,TDS, Sales Tax, Excise, Service Tax and Income Tax as per the relevant acts & interfacing with Tax Auditors and regulatory authorities for assessments and remittances.
* Attending the cases relating to Excise / Customs / DGFT / Service Tax / VAT before the Hon’ble AC/DC/Commissioners/AC, Enforcement wing / Appellate Deputy Commissioner/Tribunal or higher authorities.
* Dealing with Banks for Short Term Working Capital Loan / Capex Loan and Progress Reports for Compliances.
* Preparing funds flow and cash flow statements to monitor the inflow & outflow of funds and ensure optimum utilization of available funds.
* Capitalization of (Project) Capital work in progress and calculation of Depreciation through PS Module.
* Product Costing grade wise, Variance Analysis , Stock Reconciliation & Inventory Valuation, Maintenance of Cost Record as per Rule and Cost Audit .
* Product-wise Contribution Margin Analysis and Net Margin Analysis, Profitability analysis with various production consumption combinations, Initiation & implementation of cost reduction activities relating to production & services, Target cost of procurement in line with Product price trend/Market condition, Standard Vs Actual cost comparison & Analysis, Project Cost & Benefit Evaluation, Implementation of costing system for new process/product, Product input cost sensitivity analysis, Co-ordinate for all statutory procedure related activities w.r.t. to Cost Audit, Finalization of Cost Audit Report, Monthly CO Module Closing in SAP.
* Control of Debtors / Creditors Accounts.
* Monitoring the Correctness of SAP Entries and SAP Accounting.
* Accomplishes Finance department objectives by orienting, training, assigning, scheduling, coaching, and counseling.
* Also responsible for purchase & Stores, Estimation and IT.

e) Worked as **Assistant**  **General** **Manager ( Finance & Accounts ) – Head of Accounts/Finance/Costing Deptt.** **With M/s. Jindal Power Limted** - **Generation (660 MWx4)&(800x2),Transmission of Power and producer of Coal** at Godda / Dumka. Jharkhand from 04.04.2011 to 07.12.2012.

**Role and Responsibilities :**

* To set up commercial deptt. for purchase/Stores , comparative / Bid analysis , Negotiation with suppliers / contractors , Issue of PO/WO etc. through SAP MM Module
* Capitalisation of Assets through SAP PS Module.
* To implement FICO / MM / PS / ESS/ MSS Modules SAP R/3 Version 6
* To look after day-to-day Factory / Project accounts, Payment to contractors/Suppliers, Capitalisation of Project , Finalization of Accounts
* Preparation of Monthly Closing of accounts and MIS for Management.
* Interaction with Statutory / Internal auditors .
* Preparation of Budget and comparision with & budgetary control & Projected Cash flow and projected DP and comparison with Actuals and reasons of Variances.
* Liasioning with Banks for working as Business correspondent / Facilitators to serve Financial/Non-financial services for Land acquisition purposes

f) Worked as **Deputy General** **Manager (Accounts & Costing) – Head of Accounts / Costing Deptt.** **With M/s. Kesar Enterprises Ltd.** Manufacturer of Spirits, Liquor (Country Liquor and IMFL ), Sugar.at Baheri , U.P. from 29.02.2008 to 10.03.2011.

**Role and Responsibilities :**

* To look after day-to-day Factory / Project accounts, Payment to contractors/Suppliers/Cane, To look after day-to-day Factory / Project accounts, Payment to contractors/Suppliers/Cane,
* Liasioning with Banks for CC Limit and DP and Pledge Limits and for Agricultural Loans.
* Liasioning with Excise/Service Tax / VAT / Income Tax/FBT/Other Govt. Authorities for monthly return, Assessments, Audit & Other related matters.
* Product Costing for Spirits / Liquor / Sugar, Pet Bottle (Captive use) , Co2 (By Product) , Variance Analysis – Price / Usage / Mix / Yield (Raw Material), Sales – Rate / Quantity/Mix.
* Preparation of Monthly Profit & Loss and Costing Profit & Loss and Cost Sheet of the Company’s Product and reconciliation.
* Interaction with Statutory / Internal / Cost auditors .
* Preparation of Budget and comparision with & budgetary control & Projected Cash flow and projected DP and comparison with Actuals and reasons of Varainces.
* Control of daily & Monthly production/sales reports, Analysis of Monthly stores consumption, preparation of Monthly productivity Reports, MRP & PPC.
* Maintenance of cost record as per cost accounting record rules & Cost Audit.
* Liasioning with Allahabad / UP Cooperative Bank for working Capital Limit and Loan Proposals of Priority Sector / Farmer for Distillery/Sugar plant.

g) Worked as **Assistant General** **Manager (Accounts & Costing) – Head of Accounts/Costing Deptt.** **With M/s. Monnet Ispat & Energy Limited (Formerly known as Monnet Ispat Ltd.)** manufacturer of Sponge Iron , Steel & generation of Power at Naharpali,Raigarh (C.G.) from 01.07.2005 to 15.04.2007 and Transferred to Nagpur/Barbil at Mn/Iron Ore–Minning Div.from 16.04.2007 to 27.02.2008.

**Role and Responsibilities :**

* Implementation of Accounting systems with store , Purchase, Dispatch & Logistic Procedures.
* Liasioning with SBI & PNB Officials from opening of Current accounts and other related matters.
* Liasioning with Excise / Service Tax / Sales Tax / VAT / Income Tax / NSDL(TAN) / Professional Tax / DIC / Other Govt. Authorities from Registration and Assessments,Audit & Other related matters.
* To look after day-to-day Factory / Project accounts,Capitalisation of Project and finalization of Accounts including Plant Commissioning &Trial Run.
* Preparation of Monthly Profit & Loss and Costing Profit & Loss and Cost Sheet of the Company’s Product and reconciliation.
* Interaction with Statutory / Internal Auditors .
* Preparation of Budgets i.e. Raw material/Sales/Overhead Budgets & budgetary control & Provide business analysis & recommendation including cost reduction & expense control.
* Control of daily & Monthly production/sales reports, Analysis of Monthly stores consumption, preparation of Monthly productivity Reports, MRP & PPC.
* Maintenance of cost record as per cost accounting record rules & Cost Audit.
* Estimation of Project Cost and Analysis it with Actual Cost with Project Scheduling and MIS for Top Management with own generated formats.

h) Worked as **Manager (Costing) – Head of Costing Deptt.** **With M/s. Varroc Engineering Pvt. Ltd**. Manufacturer of Polymer/Electrical/Engineering Goods and Moulds. (For Two & Three Wheeler Automobile Sector).at Aurangabad, Maharashtra from 20.03.2001 to 28.06.2005.

**Role and Responsibilities :**

* Implementation of costing system (Activity Based Costing) through SAP R/3 **(FICO Module)**, product costing, variance analysis & Tracking (Standard vs. Budget vs. Actual), BEP analysis
* Control of daily & Monthly production/sales reports, Analysis of Monthly stores consumption, preparation of Monthly productivity Reports, MRP & PPC.
* material/Sales/Overhead Budgets & budgetary control & Provide business analysis & recommendation including cost reduction & expense control & Preparation of MIS for Top Management.
* Interaction with statutory/Cost auditor for closing stock.
* Preparation of price structure of the company products for Customers and fixation of standard for new and existing products.
* Providing the International Business Development Team in decision relating to pricing of New product & assisting Vendor Development & Indigenisation for price analysis of Material.
* Monthly stock statement, QOS I & II, project report for new customer/new project for Term Loan, CMA data for renewal/enhancement of Fund/Non Fund based Credit limits.
* Product Costing Variance Analysis , Stock Reconciliation & Inventory Valuation, Maintenance of Cost Record as per Rule and Cost Audit .
* Standard cost of Product developed through Time/Motion study/Rating,
* Liasioning with Excise Authority for Audit purposes

i) Worked as **Manager (Accounts & Finance) With M/S Sharda Motor Industries Ltd.** Manufacturer of Automotive components & Dies. (For Four / Two Wheeler Automobile Sector).at plant Surajpur,Greater Noida (U.P.) Joined as Dy.Manager (Accounts and Finance) from 01.04.98 to 18.03.2001.

j) Worked as **Accounts Officer with M/s Hindon River Mills (A Div. Of DCM Shriram Industries Ltd.)** Manufacturer of Yarn & Fabric(Composite Mill) from 09.06.97 to 31.03.98 at plant Dasna, Ghaziabad (U.P.).

k) Worked with M**/S J.K.Industries Ltd. (Pharmaceutical Division)** from 12.06.95 to 07.06.97 manufacturer of Bulk Drug and Formulations at Plant Gaujrala (U.P.) Joined **as Accounts Officer in Commercial Deptt. & was subsequently redesignated as Costing Officer.**

l)Worked with **M/s. Northgate Lithotripters Ltd. Manufacturer of Medical Equipments** New Delhi from 02.02.91 to 10.06.95 joined as **Asst. Accounts Officer and was subsequently promoted as Accounts Officer.**

Salary Drawn :

Salary Expected :.

( **Kausik Kumar Mandal )**