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| **CA NIRLIPTO ROY MOULIK** |

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**Seeking challenging assignments in Finance /Accounting/ Auditing/ Taxation/ Consulting/ Banking/ Financial Services/ IFRS/Ind AS/ Team Management with a growth oriented organisation.**

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| **Skill Set** | **Profile Snapshot** |
| **Financial Accounting {AP, AR & GL}**  **Financial Planning and Analysis**  **Receivable Management**  **Payroll Management**  **MIS & Reporting**  **Audit**  **Taxation**  **Leadership & Team Management**  **ERP Implementation** | **• Chartered Accountant**with 17+ years of experience in managing the overall Finance and Accounts Function (including Finalization, Consolidation, Strategic Planning & Budgeting), Audit, Tax Advisory, MIS and Statutory Compliance within India & Abroad.  • Rich experience in entire gamut of accounting & finance operations entailing preparation & maintenance of statutory books of accounts and administering the finalization of year-end financial statements  • Excellence in monitoring cash flows and ensuring that funds are arranged in the most cost effective manner after projecting accurate cash forecast ensuring that there is no shortage of cash in hand  • Track record of overseeing financial statements including trial balance, bank reconciliation reports, profit & loss account, age-wise accounts payables & receivables statements and balance sheets  • Expert in conceptualizing and implementing financial procedures and actively involved in the maintenance & finalization of accounts & profit monitoring, settlement of Accounts, MIS and building internal financial controls. Adept at development of financial policies/guidelines for effective fund management.  • Effective leader with excellent motivational skills to sustain growth momentum while motivating peak individual performances |

**HIGHLIGHTS**

* Handling Finalization & Consolidation of Accounts as per Ind AS and IGAAP at **SREI Group**
* Went to Singapore Headquarters of **Mercantile Group** for knowledge transition of AP, AR & GL modules of cloud based ERP Netsuite and implementing the same here in India office.
* Went to US in 2010 for knowledge transition on IFRS, US GAAP & SOX Compliance and implementing the same at Client office.
* Good team player and pivotal in leading the Finance BPO team of **Mercantile Group.**
* Monitoring all portfolio & debtor accounts and is part of Receivable Management team at **SREI group**
* Preparing & Circulating MIS to CEO and Senior Management Team of SREI group. Getting Appreciation from the Senior Management for MIS & Reporting.
* Awarded with CFO Award in 2006 for outstanding contribution towards the growth of **Cognizant Technology Solutions.**
* Played a key role in Setting up the online GST (Goods & Service Tax) process for Cognizant Singapore

**ORGANISATIONAL EXPERIENCE**

**Since Jan-18 with Srei Equipment Finance Limited (SREI Group) as Chief Manager- Finance & Accounts**

Finance & Accounts:

* Managing Accounting activities encompassing updation, maintenance, preparation & finalization of Books of Accounts as per Ind AS & IGAAP.
* Data Analysis & compilation of the Annual Report of Srei Infrastructure Finance Limited and also the Consolidated Annual Reports.
* Day to day accounting of the Advisory Division of SREI in Oracle Financials {AP, AR & GL modules}. Submitting monthly MIS and profitability statement.
* Reviewing the contracts & sanction letters. Validating & posting the AR/AP entries pertaining to Srei Infrastructure Finance Limited in Oracle Fiancials.
* Reviewing the Debtors Ageing and making Provision for Bad & Doubtful Debts as per Ind AS ECL Model.

Receivable Management

* NPA Management:

Monitoring all portfolio & debtor accounts and ensuring zero outstanding beyond agreed credit period. Analyzing the Overdues.

* Preparing & Circulating Receivable Management MIS to the CEO & Senior Management
* Preparing & Circulating the Customer Due Statements with Overdue balance and Interest.
* Reconciling the Statement of Accounts of clients
* System audit of Accounts Receivable Software Ambit
* Preparing Statements for legal claim filing in NCLT.
* Handling RBI Audits and other legal compiances.

Payroll Management

* Leading the Payroll Team of the SREI group. Verification of all the components of the payroll, checking of HR input data, preparing payroll recon with variances & ensuring payout in last working day of the month.
* Ensuring proper Internal Control in the Payroll Process
* Preparing & Circulating Payroll MIS to the CFO & HR Head highlighting the exceptional items.
* Preparing data for Managerial Remuneration, Disclosure pursuant to Section 197 of Companies Act, Median Salary, Employee Benefit Disclosure as per AS15 in IGAAP and AS19 as per Ind AS & preparing audit schedules.
* Liaisoning with the Actuary and compiling payroll data of Gratuity & Leave for actuarial calculations
* Verification & Approval of payroll journals and vouchers in Oracle.
* Reviewing Payroll provisions pertaining to Gratuity, Leave, Bonus & Flexi Benefits like Medical & LTA
* Handling payroll processing function involving computation of salary, preparation of salary certificates and assessment and filing of statutory returns.
* Managing payroll function for employees involving processing of leave travel assistance, medical claims, joining expenses with reference to policies, final settlements and controlling management & employee payrolls.
* Processing joining/separation orders, increments, promotion orders, departmental changes and other employee related documents.

Leadership & Team Management

* Led the payroll team of the SREI Group from Jan-18 to Sep18.

**May-16-Dec-17 with Legacy Telesales Pvt. Ltd. (a part of the Mercantile Group) as AGM-Finance**

* Daily status report of the finance team based in Kolkata for all subsidiaries of the Mercantile Group.
* Daily Review of the MIS submitted by Account Receivable & Account Payable Team of the Mercantile Group.
* Weekly Inter Company balance confirmation covering GL, AP & AR
* Weekly Contra Bank Closing and reconciliation confirmation.
* Weekly fund flow report & cash flow report.
* Variance analysis of budget vs actuals for the week.

Monthly reports:

* Final Trial Balances for all global subsidiaries as on month end by 3rd of following month.
* Management Accounts of all the subsidiaries (including Indian Trading Companies and e-commerce brand Shopmonk) for the month.
* Monthly fund-flow statements for the trading companies.
* Inventory profitability for the month
* Customers profitability for the month.
* Inventory reconciliation report for the month for all trading location.
* Monthly Reports for all Investment properties (7th of Month)
* Profit and Loss Statement for the month with cumulative position
* Customer Aging
* Major Repair statements/Leasing expenses for the month.
* All Bank Reconciliation statements.
* Inter Company reconciliation followed by action to square off the balances.
* Helping FC/Company Finance Head to get the audit done with all supporting provided as and when required.
* GTP Survey Report Part-1 & Part 2 of MP Asia for further review and submission (31st Jan and 31st March respectively).
* Handled budgeting and MIS activities involving preparation of budgets, conducting variance analysis, and preparation, analysis and consolidation of MIS reports.
* Formulating need-based budgets and business strategies for maximizing profitability, revenue generation and realizing organizational goals. Formulating budgets (sales, company, financial) and conducting variance analysis to determine difference between projected figures & actual expenditure and implementing corrective actions.
* Supervising the preparation of MIS reports to provide feedback to top management on financial performance, viz. Working Capital Management, credit control, Product Margins, & profitability, etc.
* Developing tools & systems to provide critical financial & operational information to CFO/SBU Head.
* Approving all Purchase Orders and Sales Orders (PO & PI) of subsidiaries of the Mercantile Group.
* Developing reliable cash flow projections process & reporting mechanism and initiating appropriate strategies to enhance cash positions.
* Liaising and negotiating with banks and financial institutions for raising fund and non-fund based facilities to meet working capital and project requirements.
* Keeping the expenses under control for India BPO Office and presenting annual budget for the year for approval.
* Helping in maintaining the Finance & Accounting services of SHOPMONK (a leading e-commerce brand) and making sure to keep the system upto date.
* Confirming the checking of all suppliers bills/ Utility bills and travel bills done by team members

Leadership & Team Management:

* Leading the Finance BPO team of Legacy Telesales Pvt. Ltd. comprising of a team of 30 members.
* Maintaining discipline within the office.
* Imparting continuous on job training to the workforce for enhancing their productivity & operational efficiencies through knowledge enhancement / skill building.

**May-10-Apr-16 with A. RUDRA & CO. as Partner**

Finance & Accounts:

* Worked in the convergence process of India GAAP to IFRS for The Friends Tea Co. Ltd.
* Worked with the management for designing proper Internal Control Over Financial Reporting in The Friends Tea Co. Ltd as per Sarbanes Oxley Act (SOX)
* Designing and implementing systems & procedures; supervising the consolidation of group accounts and preparation of financial statements & annual reports.
* Handling finance functions involving determining financial objectives, designing & implementing systems, policies & procedures to facilitate internal financial controls.
* Managing day to day bank & cash transactions, fund projections, fund transfers, processing employee reimbursements & managing cash flow & forecasting.
* Handled the overall Finance & Accounting Outsourcing services of multinational clients like New Zealand Fresh And Natural (India) Pvt. Ltd. & Darshee Agro Pvt. Ltd.

Audit

* Handled statutory audit of Bihar Rubber Company Limited (manufacturer of renowned DUCKBACK range of products).
* Handled statutory audits of Tea Gardens like Nuxalbari Tea Company Private Limited & Amarawati Tea Company Limited.
* Handled statutory audits of State Bank of India & Punjab National Bank
* Handled statutory audits of Real Estate Companies like Reliance Firebricks And Pottery Pvt. Ltd., Growmax Commercial Pvt. Ltd., Spencer Properties Pvt Ltd., TPG Equity Management Pvt. Ltd, Brown Brothers Entertainment Company Pvt. Ltd.
* Handled stock audit of Bank of India.
* Handling internal audit of Educational Support Centre
* Handled tax audits of Choibari Tea & Industries Ltd., Khanpur Cold Storage Pvt. Ltd., Goodwill Tea & Industries Ltd., North Bengal Tea Corpn Limited etc.

Taxation

* Handled income tax files of clients providing services related to preparation and e-filing of Income Tax Returns, computation of income & taxes, capital gain computations, tax planning etc.
* Provided services related to preparation and e-filing of Form 3CA-CD & Form 3CB-CD for clients requiring Tax Audit.
* Appeared in Income Tax Appeal Cases of clients on disallowances of expenditure, overvaluation of stock-in-trade by ITO & capital gain matters.
* Ensuring proper deduction and deposit of TDS within due time and preparing & filing of TDS returns.
* Handled Service Tax matters of clients and filing of Service Tax Returns.

*Statutory Compliance*

* Ensuring compliance to the govt. Rules and filing monthly & annual returns with various regulatory agencies.

*Leadership & Team Management:*

Pivotal in leading the F&A Outsourcing team and the Audit Team of the Kolkata unit of A.Rudra & Co.

**Jun’03-Apr’10 with Cognizant Technology Solutions India Pvt. Ltd. as Senior Executive-Finance**

* Managing Financial Accounting in Accounts Payable, Accounts Receivable, Cash Management, Asset Management & General Ledger modules of People Soft Financials.
* Ensuring proper compliance to the SOX {Sarbanes Oxley Act} & US GAAP requirements for Kolkata and Asia Pacific units of Cognizant Technology Solutions.
* Accounting of Travel related matters of the Kolkata branch of Cognizant like releasing FOREX, verifying travel settlements, processing air-fare payments & FOREX payments
* Handling the payroll functions of the Kolkata branch & Asia Pacific units of Cognizant.
* Actively been a part of People Soft Financials implementation team in Cognizant
* Reviewing existing processes and systems in the organisation, and accordingly devising & implementing measures for ensuring higher operational efficiency.
* Streamlining processes and systems in the organisation for eliminating any bottlenecks.
* Managing implementation & supporting functioning of ERP System, in coordination with Technical Consultants entailing: Mapping business requirements (As-Is & To-Be Analysis), Reviewing of Detailed Process Flow for functional requirements, etc.
* Instrumental in setting up the following:
  + Citidirect electronic banking had been set up for Asia Pacific units of Cognizant.
  + Vendor Master Database set up in PeopleSoft with additions & changes being input by the administrative trainee and authorized by the administration manager.
  + Implementing the Travel & Expense module in the People Soft ESA (Enterprise Service Automation)
  + Setting up the online GST (Goods & Service Tax) process for Cognizant Singapore
* Size of budgets handled USD 1.2 million.
* Deftly arranged for the working capital requirements for Cognizant China every month.

*Leadership & Team Management:*

Leading the Cognizant Asia Pacific finance team in day to day operations of the business units of Singapore, Japan, China, Malaysia, Thailand, Philippines, and Dubai & Australia.

**Jan’02-Aug’02 with Finance Division of C.E.S.C. Limited as an Industrial Trainee**

Worked in the Treasury & Payroll Division of C.E.S.C. Limited

**Academia**

**Chartered Accountant from Institute of Chartered Accountants of India in 2002.**

**B-Com (Hons.) from Calcutta University in 1998.**

**Technical Skills**

* ERP Exposure: Oracle Financials, NetSuite (Cloud based ERP), PeopleSoft Financials , Quickbooks & Tally
* MS Office: MS Word, MS Excel, MS PowerPoint

**Personal Details**

Address : 13/B Jatin Bagchi Road,

Kolkata- 700029

Date of Birth : 25th March, 1977

Language : English, Hindi & Bengali