**CA Kashif Khurshidi ( M No 068019)**

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*An enthusiastic & high energy driven professional, aiming for challenging assignments in* ***Corporate Finance, Financial Management and Management Compliance*** *with an organization of high repute.*

**PROFILE SNAPSHOT**

***Fellow Chartered Accountant (F.C.A.) professional from Institute of Chartered Accountants of India*** *with experience in:*

**~ Accounting & Auditing ~ Financial Planning & budgeting ~ *Statutory Compliances* ~**

* Completed **Chartered Accountancy (CA) from The Institute of Chartered Accountant of India in second attempt** & **B. Com (Hons)** from Calcutta University, Calcutta, India.
* Gained exposure in Auditing, Handling & Maintaining of Books of Accounts, Finalization and Preparation of Financial Statements in compliance with IFRS.
* Analysis of MIS (various financials report) and analyzing variances with Budgeting and forecasting.
* Participation and interfacing with management analyzing their requirements and delivering high-valued services for achieving the desired goal.
* A focused individual with inclination to work in a challenging environment and to excel in all assignments taken up in professional career

**ORGANIZATIONAL EXPERIENCE**

***From May 2018 till date***

**Jangipur Bengal Mega Food Park Ltd, Murshidabad (Accounts Manager & CFO)**

Jangipur Bengal Mega Food Park Ltd is a sector-specific industrial park where developed land and common facilities such as internal roads, power and water supply are provided to entrepreneurs for setting up manufacturing units in food processing. It was launched in the year 2008 with government assistance and is executed through Special Purpose Vehicle (SPV). It is a Company registered under Companies Act.

***Exposure & Key Result Areas:***

* Approves all journal entries and accruals prepared by general ledger accountants and manage the month end closing.
* Responsible for the monthly close as well as maintenance of all accounting ledgers including monthly review of all account reconciliations and journal entries.
* Work with admin supervisor regularly to ensure timely and accurate payroll preparation.
* Responsible for all accounting activities compliance with statutory requirements.
* Review and prepare annual internal and external auditing schedules and coordinate audit activities.
* Work with internal and external auditors during reviews and audits to ensure full cooperation from accounting staff and responsible for compliance of all qualified requests.
* Responsible for preparation of Annual Budget of the Company and its variance report..
* Preparation of all financial reports, including Profit and Loss Statement, Balance Sheet and Statement of Cash Flows, as well as the year-end financial reports.
* Provide timely explanations of variances between actual results and forecasts/budgets
* Filing of Income Tax Return and GST Return of the Company.

**ORGANIZATIONAL EXPERIENCE**

***From June 2017 to May 2018***

***Self Employed (Accounts and Taxation)***

Personal practice started in the area of Accounts, Taxation and Advisory Service since June 2017.

***Exposure & Key Result Areas:***

* Understanding GST Laws for its implementation at various clients.
* Quantification of potential GST Impact.
* Assisting team to file GST Returns on monthly and Quarterly basis.
* Filing of Income Tax Return for Individuals and Companies.



**ORGANIZATIONAL EXPERIENCE**

***From Sept 2010 to Aug 2011 and April 2016 to May 2017***

***Ray and Ray, Chartered Accountants Kolkata, Manager (Audit & Accounts)***

The firm was set up in 1922 in Kolkata (Calcutta). Ray and Ray is one of the leading audit and accounting firm in India rendering high quality professional services which include Audit, Investigation, Accounting, Tax Advice and Planning etc. From the very beginning, the firm specialized in audit of financial sector and prestigious government undertakings including Steel Plant and Petroleum Companies.

***Exposure & Key Result Areas:***

* Conducted Internal & Statutory audit of Listed Companies, Private limited Companies and also Conducted Tax Audit .
* Identifying accounting & auditing issues; discuss with audit in-charge (client) to solve issues that arise.
* Review of financial statements prepared by the team.
* Handling audit and client queries.
* Identifying improvements to control systems and procedures.
* Assist the seniors in reviewing & checking the financial statements & preparation of the audit report,
* Debtor’s reconciliation and debtor’s ageing analysis.
* Coordinating with Customer Accounts Managers to ensure customer reconciliation is done for key customers.

***Key Highlights:***

* Handled major clients namely Movenpick Hotel & Resorts (At Yanbu, Al – Khobar, Madinah & Mecca), Bengal Club, EIH limited (The Oberoi groups) etc.



**ORGANIZATIONAL EXPERIENCE**

***From Aug 2011 to March 2016***

***Mookherjee Biswas & Pathak, Manager (Audit & Accounts)***

The firm was set up in 1970 with its Head Office at Kolkata (Calcutta) and its presence in some of the major cities across India. MBP provides professional services to a large number of corporate clients, central banks, insurance companies, public sector corporations etc. both in India and Internationally. The firm has 10 partners and is supported by a well experienced team which includes Chartered Accountants, Management Graduates, Company Secretaries etc. A strong team of professionals from various fields support the Partners. Each team has developed specialized knowledge in their respective area of functioning.

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***Exposure & Key Result Areas:***

* Review of Trail Balance on monthly basis and monitoring variances and reporting thereof.
* Ensuring compliance to Internal Control Policies.
* Evaluation of internal systems, highlighting the weaknesses in relation to internal controls and its effectiveness and recommend method for its improvements.
* Scrutiny of Salary sheets with respect to Attendance Register, Leave application and Statement of Overtime.
* Review of 3rd Party Operations.
* Examination of system of making cost estimate for tendering purpose.
* Review of Suppliers Advance, Staff Advance and Tour Advance.
* Checking Payment of Statutory dues and Submission of Statutory Return.
* Checking of TDS records, their deposit and submission of returns.
* To ensure all external reporting complies with required regulatory and professional standards, particularly IFRS.
* A proactive approach to problem solving, taking ownership of issues and having the determination to follow-up and follow through and provide forward-thinking ideas on process development direction.
* Self motivated, innovative and analytical with Strong PC skills, particularly Excel

***Key Highlights:***

* Handled major clients such as West Bengal State Electricity Transmission Co., Central Mine Planning

and Design Institute of India (Subsidiary of Coal India), Central Electricity Supply Corporation Limited etc.

**ORGANIZATIONAL EXPERIENCE**

***From Nov 2009 to Sept 2010***

***B.M. Chatrath & Co. Chartered Accountants Kolkata, Senior Auditor.***

The firm was founded in 1923 in Lahore (undivided India) and at the time of Independence it shifted to Kolkata. The firm had more than 200 satisfied clients. The clientele includes major Banks, Steel Companies, various Tea Companies etc. They also provide KPO work and accounting services for some US based Companies.

***Exposure & Key Result Areas:***

* Responsible for Preparing of MIS Reports & comparison of budgets vs actual along with Forecasting and budgeting for subsequent month.
* Handled the finalization of Accounts, proper maintenance of Cash Book, accounts receivable & Payable, reconciliation of Bank statements and maintaining proper books of accounts of customer.
* Ensure that available audit tool is utilized whenever appropriate and the Audit Management System is used and updated for each audit engagement
* Checking of internal control and checking of compliance with laws and regulation and all statutory compliance.
* Verification of Bank Reconciliation statement and checking of old balances and reconciling.
* Perform the audit engagement in accordance with the Audit Standard, and in line with the approved Audit Manual and guideline provided by local authority.



**PROFESSIONAL QUALIFICATIONS**

**2009 Chartered Accountancy (C A)** from Institute of Chartered Accountants of India. Both group in single sitting (Second Attempt).

**2003 B.Com (Honors)** from Umeschandra College, Calcutta from Calcutta University with 67%.

**MEMBERSHIP (2009 till date)**

* Fellow Member of Institute of Chartered Accountants of India ( M No 068019)

**IT SKILLS / CO CURRICULAR ACTIVITIES**

* Completed 100 hrs Extensive Training Computer Course, Certified by Institute of Chartered Accountants of India.
* Experienced in Tally ERP 9, MS Office ( MS Word , MS Excel, MS Power Point) and hands-on experience on SAP
* Completed General Management & Communication Skills Course, Certified by Institute of Chartered Accountants of India.
* Represented College and won 2nd place in Inter-college quiz contest.

**PERSONAL DETAILS**

**Date of Birth :** 15th September, 1981

**Marital Status** : Married

**Languages Known :** English, Hindi, Bengali and Urdu

**Nationality :** Indian

**Address :** 3/1 H/17, Sir Syed Ahmed Road. Kolkata -700014.