**CURRICULUM VITAE**

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| **Name: Santosh Kumar Shaw**  **Date of Birth: 20th Oct 1981**  **Address: No. 04, 1st Floor, 17th Cross, Kowdenhalli Main Road, Akshyanagara, 2nd Block**  Ramamurthynagar Post, Bengaluru - 560016  **Phone: +91-98912 06725**  **E-mail ID: *shawsantosh2000@yahoo.com***  **Father’s Name: Late Mohan Shaw**  **Aspiring for senior manager level assignments in Accounts & Finance with a frontline role in Domestic/International Business of High Repute.** |

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| About me | |
| Quality focused management professional with over 18 years of combined experience in Cash & Bank, General Ledger & Fixed Assets, Reconciliations **(R2R)**. Committed to driving business success by implementing improved technology, increasing customer service standards, effectively training teams and utilizing resources effectively, adept in transformation of process, Adept SLA & KPI and quality management. Currently I am working in R2R in a position of **R2R Manager** and handling the team of Asia, Europe & America Banking of 50 employees. I have ability to lead and manage finance & accounts department to support multinational company**.**  I have plenty of experience to handle the audit team and provide them required support.  I was part of multiple transformation projects (e.g. Cash & Bank Clearing, Direct Debits, JE automation etc.) |  |

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| Core Competencies |
| * Managed Cash & Bank, Fixed Assets and GL team * Analytical Reporting and P&L Reporting * Receivable & Payable Management * Support to Treasury & Banking relation. * Financial Planning and Budget Distribution * Fixed Assets control & management * Reporting to Business Head * Tax Compliance & Audit |

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| **Degree** | **Year** | **Institution** |
| Post Graduation in Finance | 2009 | SCDL, Pune India |
| Bachelor Degree in Commerce | 2002 | Kolkata University India |

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| Professional Work Experience | |
| **Duration** | **Organization (role)** |
| **Nov. 2023- Till now** | **Pretium Enterprise Operations India Pvt. Ltd.** (Working as **R2R Manager)** |
| **Sep. 2018- July 2023** | **Koch Business Solutions** (Worked as **R2R Lead**) |
| **Oct. 2015- Sep 2018** | **IBM India Pvt. Ltd., India** (Worked as **Assistant Manager** in R2R Process.) |
| **Jan’2006 to June.’ 2013** | **East Cost Distributors Pvt. Ltd., India (**Worked as **Accounts Manager)** |
| **Duration** | **Organisation(role)** |
| **Sep. 2018- July 2023** | **Koch Business Solutions** (Worked as **COE lead** in R2R Process) |

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| * Fixed Assets addition, scrapping, retiring, useful life update, intra, Inter Company transfers, Depreciation Run are part of the FA transactions processing team that I manage. * Bank Manual entry and FEBAN exceptions posting, clearing of matched line items are part of Bank transactions. * Preparations of AUC (Assets Under Construction) report, Ledger to Sub-Ledger Recs, Depreciation analysis, Bank open line items report and other reconciliations are part of reporting. * Transfer of all asset balances from last year to current year. Preparation of different type of Footnotes like, Useful Lives, Disposals and Impairments. * Weekly open line item calls for multiple banks and GL’s for all the entities. * Fixing meeting with regional hub and meeting their demands and giving them desired reports or input about the work is of utmost importance part of my role. * Managing training requirement of the process are part of the profile. * Closing audits, 1-0-1s and finalizing ratings of my span. * Preparing analysis of all the payments and refunds on a monthly basis and reporting it to stakeholders. |

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| **Duration** | **Organisation(role)** |
| **Oct. 2015- Sep. 2018** | **IBM India Pvt. Ltd., India** (Worked as **Assistant Manager** in **CEMEX** R2R Process.) |

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|  | * Lead Fixed Assets department in R2R (Record to Report) process. * Fixed Assets addition, scrapping, retiring, useful life update, intra, Inter Company transfers, Budget Management are part of the FA transactions processing team that I manage. * FA reporting contains preparations of Gain/Loss, Ledger to Sub-Ledger Recs, Depreciation analysis, Property Plant & Equipment analysis and other reconciliations. * Transfer of all asset balances from last year to current year. Preparation of different type of Footnotes like,Useful Lives, Disposals and Impairments. * Client management, meeting their demands and giving them satisfaction about the work is of utmost importance part of my role. * Managing training requirement of the process are part of the profile. * Closing audits, 1-0-1s and finalizing ratings of my span. * Preparing analysis of all the payments and refunds on a monthly basis and reporting it to stakeholders. |

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| **Duration** | | **Organisation(rolE)** |
| **Jan’2006 to June.’ 2013** | | **East Cost Distributors Pvt. Ltd.(Accounts Manager)** |
|  | * I was in charge of accounts team for the North India branches. * I was managing a team of accounts management in North India. * Liasioning with branches across India. * I was in-charge of overall financial management of the organization with primary responsibility for the Financial Planning & Budget Distribution, compliance with Income Tax Deduction Provision & VAT procedures, VAT Returns, reconciliation of Bank Statement, fund planning & online transfer, ESI, PF, Leave Salary, Bonus Calculation, A/c's Receivable & A/c's Payable, Finalization of Balance Sheet, Cash Flow, P/L Reporting and MIS Reporting. Month end, Quarter end and year end closing of books. * Looking after the billing system of outstation customers, local customers and company outlets of north India location. * Generating Bar Codes for new products. * Involved in interviews & recruitment process in the accounts department. * Looking after the legal matters of clients. * Handling all correspondence of sales tax department of Delhi branch and overall supervision of other branches of north India. * Preparing Annexure 2A and 2B for sales tax return and preparing Transaction list for submission of statutory form online i.e, C, F and H forms. * Attended GS1 training of Bar Code, conducted by GS1 India. * ERP Implementation (Played crucial role in implementing SAP in all the branches in India)   **Customer Centricity**  Consistently strives to WOW the customer/client (e.g., initiates ongoing communication with customers/clients, ensures needs are met, and builds stronger/long-term relationships). Anticipates customer/client needs. Seeks information about the real, underlying needs of the customer/client beyond those initially expressed (e.g., uses understanding of trends we have seen in past yrs to interpret customer/client's expressed or unexpressed needs). Strives to improve those areas or activities that have a negative impact on the customer/client. | |

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| Computer Skills | |
|  | * Microsoft Office, Tally Busy,SAP * Software & Packages: MS-Excel, MS-Word, Power Point. * Well versed in SAP, MS Excel and have worked on platforms like Citrix & Orion | |

**Place:**

**Date: (Santosh Kumar Shaw)**