

CHANDRASEKHAR MANDALIKA

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Seeking deserving position in a reputed organization where experience is understood and valued.

Executive Synopsis

Working in the NBFC for the last 15 years, have gathered knowledge & experience on the functioning of the total MIS related functions.

Dy. Manager ABF Finance Magma Fincorp Limited - April 1st - 2016 - Current

- Preparation of Quarterly & Monthly Incentives for different functions such as sales, credit, recovery etc.
- Preparations of cost benefit & simulations for special schemes launched from time to time.
- Providing data to HR Department for annual appraisal process.
- Actively involved in developing module for calculation of Incentive from the systems for the front line staff.
- Monitoring actuals travel expenses vs set limits and highlighting exceptions.
- Assisting in preparation & providing data for board presentations.
- Assisting in the yearly Sales budgeting process of the organization.
- Preparing different reports on an adhoc basis for management.

Asst. Manager MIS - Magma Fincorp Limited - April 1st 2009 - March 31st 2016

- Preparation of monthly Incentives for front line staff of Sales Functions
- Portfolio Analysis for monitoring delinquency across products & buckets
- Preparation & providing data for due diligence exercise undertaken by various consultancy firms.
- Providing data for various National, Zonal & Region reviews/Business Meets.
- Assisting in the yearly budgeting process of the organization.
- In the team of implementing Business Intelligence in our organization.

Sr Executive MIS - Magma Leasing Limited - January 25th 2006 - March 31st 2009

- Preparing and circulation of Monthly MIS pack of the whole company .
- Preparing monthly Installed Capacity & productivity Report.
- Preparation of monthly Capacity Utilization summary.
- Providing data for rating agencies such as CRISIL,CARE etc.
- Preparation & circulation product wise dashboards on a monthly basis.
- Preparing various reports/summaries as & when required.

Sr Executive Accounts - CSAV Group Agencies (India) Pvt. Ltd. - November 2004 December 31st 2005

- Looking after the entire receivables and payables function of the branch
- Circulating the receivable list to documentation dept for further action & follow up.
- Preparing the weekly funds report for Remittance purpose.
- Checking & Accounting of vendor bills
- Reconciling Vendor Accounts
- Liaising with Vendors for clearing of disputed invoices
- Ensuring Regular payments to vendors

Sr Executive Accounts – Nortrans Marine Services (P) Ltd. - August '2000 to October'2004

- Checking age wise analysis statement of debtors, maintaining credit policy as per laid down corporate principles
- Making weekly fund requisition.
- Preparing Bank & Vendor Reconciliations.
- Making Monthly fund requisition.
- Taking care of overall collection, accounting & deposition into bank
- Overall payments disbursement & agency pmts
- Preparing & sending weekly & monthly debit advise to principals.

Academic Credentials

- ⇒ M. Com from M.R.P.G. College Vizianagaram (Andhra University) in 2000.
- ⇒ B. Com from Dharmapuri College, Vizianagaram (Andhra University) in 1998.
- ⇒ Higher Secondary from Khallikote Autonomous College, Berhampur in 1995.
- ⇒ CBSE Examination from Harobino Vidya Bhavan, Berhampur in 1993.

References :

- ⇒ Mr. Prem Singh : Head of Finance - Noble Chartering
' +65 9862 7407
- ⇒ Mr Dhirendra Kumar Hota : Vice President – ABF Finance - Magma Fincorp Limited
9831867027

Personal Details :

Father's name : M. Someswar Rao
Date of Birth: 16th February 1978.
Address: 45/7, Binoy Pally, Bansdroni, Kolkata – 700070.
Languages Known: English, Bengali, Hindi, Telegu, Oriya.
Status : Married.
Salary Expected : Negotiable.

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