

Chirag Jain  
B.Com.(H), ACA

C - 75, First floor, Ardee City, Sector 52, Gurgaon  
+91 97113 99838  
chirag.jain3030@gmail.com

### KEY COMPETENCIES

- Lead and manage a team of people comprising of fresh graduates and experienced professionals.
- Responsible for monitoring work, managing and motivating the team to ensure deliverable meet necessary quality standards and agreed SLA's.
- Sharing knowledge, mentoring and coaching the team members.
- Identification of issues/missing information and managing & tracking the open issues until resolved.
- Adaptability to a dynamic environment often accompanied by shifting priorities and stringent deadlines.
- Strong analytical bent of mind and structured problem solving approach.
- Strong interpersonal and communication (both verbal and written) skills.

### EMPLOYMENT HISTORY

Organisation: **Michelin India Private Limited**

Current designation: Manager (Accounting and Finance)

Tenure: May 2013 till date

Key responsibilities:

- Understanding the business model of the Company and analyzing its growth prospects.
- Ensuring timely monthly internal group reporting and presenting the product line wise results to the top management.
- Responsible for preparation of Annual Financial Statements under the Indian Companies Act and getting the same audited by statutory and tax auditors.
- Review of trial balance through trend analysis of general ledger, ratio analysis to ensure the quality of numbers and identify any areas of concern.
- Understanding the policies, preparation of various Standard Operating Process (SOP) and implementing them.
- Successfully outsourced the accounts payable function to an external agency.
- Monitoring inflow / outflow of funds and taking adequate measures to ensure optimum utilization of available funds.
- Comparing the actual results with the annual budgets and implementing corrective actions.
- Assisting in financial and legal merger of entities within Michelin Group.
- Assisted in migration to a new ERP.

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Organisation: **Walker, Chandio & Co (Grant Thornton)**

Designation: Assistant Manager (Audit and Assurance)

Tenure: May 2006 till May 2013

Key responsibilities:

- Maintaining and building on client relationships which include engagement management and assessments. Servicing the client by timely resolution of any professional, technical or other client service problems or requests.
- Discussing issues with the client, preparation of draft reports for Partners review and submission of final report to the client.
- Managing number of clients ranging from contracting, manufacturing, trading and service companies.
- Managing the engagement team, ensuring timely completion of engagement and performance appraisals of the team members.
- Working simultaneously on various assignments and supervising the staff deputed on those assignments. Identifying the training requirements of the staff reporting to me.

#### ACHIEVEMENTS

- Awarded in Michelin with the go-getter award for successfully outsourcing the accounts payable function within the agreed timelines.
- Have been selected amongst 3, out of 250 colleagues in Grant Thornton, to work for 3 months with Grant Thornton, United Kingdom on assignments as per IFRS and UK GAAP under an exchange program in 2011.
- Imparted training on IDEA “A Global data extraction and analyses tool” at the various level across Grant Thornton.

#### QUALIFICATIONS

Qualification	Institute	Year
Chartered Accountancy	The Institute of Chartered Accountants of India	2009
Bachelor (Honors) of Commerce	Hansraj College, Delhi University	2006
Secondary Level year - 12	Central Board of Secondary Education	2003

#### ACCOUNTING PACKAGES

Accounting ERP : Oracle and Oracle JDE  
Reporting packages : SURF & Hyperion

#### PERSONAL DETAILS

Date of birth : July 30, 1985.  
Hobbies : Listening to music and travelling.  
Languages known : English, Hindi