

CA. Bikesh Shrestha

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Career Objectives:

Self-motivated accounting/audit/tax/finance/management accounting expert pursuing career in the field of professional accounting/financial management and audit & assurance through intensive job performance and professional experience.

Special Qualification:

- Sound physique and pleasant personality;
- Team working spirits and ability to lead dynamic team people from different origin, nationality, profession and cultural backgrounds;
- Good communication skills and a professional demeanor gained through extensive interaction with professionals working in different types of organizations;

Employment History:**1. Deputy Manager-System & Compliance in Sipradi Trading Pvt. Ltd., Naikap, Kathmandu from February 23, 2017 to till date****Job Responsibilities**

- *Ensure the process for ISO9001:2015 QMS has been established, documented, implemented, maintained and continually improved.*
- *Develop effective and efficient internal control and process performance management systems in areas of necessity.*
- *Development of new policies, standard operating procedures (SOPs), work instructions (WIs) in coordination with relevant department/function if required*
- *Review and update existing systems, policies, SOPs, WIs to enhance effectiveness of the quality management system along with operational performance*
- *Maintain close contact with department heads to ensure procedures are followed as prescribed and the extent and reliability of controls are ensured*
- *Examine, evaluate and report on the adequacy and effectiveness of the internal controls and the quality of performance while carrying out the assigned responsibilities.*
- *Review operations to ascertain whether results are consistent with established objectives and goals and whether these are being carried out as planned*
- *Review RCM/Control environment matrix for the effectiveness of controls in meeting business and control objectives.*
- *Develop an effective team of competent subordinates who understand, and are able to discharge the obligations of their positions/jobs.*
- *Monthly Self-Assessment of Competency and sit with subordinates for coaching.*

2. Management System Analyst in System & Compliance Department, Sipradi Trading Pvt. Ltd., Naikap, Kathmandu from August 21, 2016 to February 22, 2017**Job Responsibilities**

- *Develop effective and efficient internal control and process performance management systems in areas of necessity.*
- *Development of new policies, standard operating procedures (SOPs), work instructions (WIs) in coordination with relevant department/function if required*
- *Review and update existing systems, policies, SOPs, WIs to enhance effectiveness of the quality management*

system along with operational performance

- *Maintain close contact with department heads to ensure procedures are followed as prescribed and the extent and reliability of controls are ensured*

3. Audit Manager in BRS Neupane & Co., Chartered Accountants, Bhagbati Bahal, Naxal, Kathmandu from March 4, 2015 to August 16, 2016

Job Responsibilities

- *Preparing and updating audit manual for formulating audit plan*
- *Educating and conducting orientation program for clients regarding implementation accounting system, implication of recent amendments of law and fiscal government budget*
- *Representation to Regulatory and Controlling Authorities on the behalf of client in the course of Audit and Consultancy Services*
- *Formulating Audit Plan & Program*
- *Overall guidance and supervision in audit procedure, auditing practices, statutory requirements of the entity, consolidation of reports and assisting partner in expression of an audit opinion*
- *Consultancy services*
- *Conducting audit orientation program for the subordinate staffs*
- *Interaction with different level of management of clients*

4. Article Trainee in N Bhattarai & Co., Chartered Accountants, Bhagbati Bahal, Naxal, Kathmandu from March 4, 2012 to March 3, 2015

Job Responsibilities

- *Formulation of audit plans and programs*
- *Overall guidance and supervision in audit procedure, auditing practices, statutory requirement of entity.*
- *Consultancy services, tax planning, feasibility analysis, budgeting and others*
- *Representation to Regulatory and Controlling Authorities on the behalf of client in the course of Audit and Consultancy Services.*

Audit Experience Details:

S.N.	Nature of Auditee	NOs
1	Banks & Finance Companies	20
2	Public & Private Companies	6
3	Projects/I/NGO's including project run hospitals	23
4	Co-operatives	1
5	Hydropower	1
6	Accounting, Financial and Consultancy Services	2

Professional Expertise:

- Good Working Knowledge in MS Office Package
- Familiar with various accounting packages. *E.g: Pumori plus, Tally, Pamodzi, Bankers Plus, Micro Bankers, Navision, Temenos T24, etc*
- Travelled to more than 35 districts of Nepal for audit performance.

Academic Profile:

S.N.	Level	Board	Academic Institution	Year of Completion
1	Master of Arts, Economics (MA. ECO)	Tribhuvan University (TU)	Patan Multiple Campus, Patandhoka	Ongoing
2	Master of Business Studies (MBS)	Tribhuvan University (TU)	Shanker Dev Campus, Putalisadak	Thesis Ongoing
3	Chartered Accountant	The Institute of Chartered Accountants of Nepal (ICAN)	The Institute Of Chartered Accountants Of Nepal, Babarmahal, Kathmandu	2015
4	Bachelor of Business Studies (BBS)	Tribhuvan University (TU)	Nepal Commerce Campus, Minbhawan	2011
5	Plus Two (management Stream)	Higher Secondary Education Board (HSEB)	Golden Gate International College, Battisputali, Kathmandu	2008
6	School Leaving Certificate (SLC)	Government of Nepal	Naulo Jyoti English School, Madhyapur Thimi-13, Bhaktapur	2006

Trainings/Workshops:

Topic	Objective	Name of Institution	Place	Duration
Governance for National Prosperity	To share the role of regulatory authorities of Nepal and professional accountants in implementation of Corporate Governance	The Institute of Chartered Accountants of Nepal	Hotel de l' Annapurna	1 day
Practical Training on NFRS for SMEs	To enable practical application of NFRS standards for preparation and presentation of financial statements of SMEs	BizHub Consulting Service Pvt. Ltd.	Hotel Yellow Pagoda	3 days
Training on IFRS	To enable practical application of various IFRS standards in presentation of financial statements	ACAN in association with CA Srilanka	Hotel Yellow Pagoda	3 days
NFRS-1 "First Time Adoption of NFRS"	To enable practical application of NFRS in presentation of financial statements	Sipradi Trading Pvt. Ltd.	Greenwich Hotel, Pulchowk	1 day
SAFA International Conference on "ROLE OF PROFESSIONAL ACCOUNTANTS ECONOMIC DEVELOPMENT AND SUSTAINABILITY"	To share out the ways professional accountants can contribute more in other than conventional ways to sustainable economic development	ICAN in collaboration with Certified Professional Accountants Afghanistan	Radisson Hotel, Kathmandu	2 days
Training on Auditor/Lead Auditor Course according to QMS ISO 9001.2015 and ISO 19011 International Standards	To enable verify compliance to ISO standards for certification from ISO/upgradation to latest certification	URS Nepal Pvt. Ltd.	Hotel Orchid, Tripureshwor, Kathmandu	5 Days

General Management and Communication Skills	To boost up the soft skills relating to management and communication	ICAN in collaboration with Kathmandu University School of Management	Kathmandu University School of Management, Balkumari, Lalitpur	15 days
Training on Information Technology	To enhance understanding and operation of accounting and auditing software and operate them as required	The Institute of Chartered Accountants of Nepal (ICAN)	Babarmahal, Kathmandu	100 hours
Technical Knowledge Enhancement	To boost up the technical knowledge regarding auditing, taxation, accounting, finance, cost and management accounting	Nepal Chartered Accountants Association (NCASA)	Various	-

Strengths:

- Ability to lead dynamic team and belief in team work
- Time-efficient, systematic working methodology
- Quick adaptability to new problem-solving and new locations
- Logical and Analytical Skills
- Languages: English, Nepali, Newari and Hindi

Extra Tidings:

- Interested in playing sports (preferentially cricket), Traveling places and Interaction with People
- Participated in Municipality Level Badminton Competition

Personal Profile:

Date of Birth : 2047/07/08 (October 25, 1990)
 Gender : Male
 Marital Status : Single
 Nationality : Nepali
 Citizenship No. : 34008
 Permanent Address : Madhyapur Thimi-4, Bhaktapur

Reference(s):

Particulars	Reference 1	Reference 2	Reference 3
Name	CA. Gyanendra Bhari	CA. Narendra Bhattari	Sechan Devkota
Address	Baluwatar, Kathmandu	Anamnagar, Kathmandu	Samakhusi, Kathmandu
Mobile	9851034463	9851082391	9801235605
Email	gbbhari@gmail.com	bhattarai.narendra@gmail.com	sharmasechan@gmail.com
Company Name	BRS Neupane & Co., Chartered Accountants	N. Bhattarai & Co., Chartered Accountants	Nepal Medicity Hospital
Company Location	Naxal, Kathmandu	Anamnagar, Kathmandu	Bhaisepati, Lalitpur
Designation	Partner	Proprietor	Head-Finance & Admin.
Relationship	Previous Employer	Previous Employer	Previous Supervisor

I hereby state that the aforementioned details are true and genuine. I shall be accountable myself for future undertakings if found anything overstated.