

## **CURRICULUM VITAE**

**Sonali Mohapatra**

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### **OBJECTIVE**

To perform in an organization whereby exploiting my progressive skills, innovativeness and persistence, I will be able to elevate the output of the organization.

### **ACADEMIC PROFILE**

- B.Com (Accountancy Hons.) from B.J.B Autonomous College, Bhubaneswar with 64 %.
- Intermediate Science from K.N. Women's College, C.H.S.E with 56% in 2003.
- Class 10th from ST. Joseph's High School, I.C.S.E with 68% in 2001.

### **PROFESSIONAL QUALIFICATION**

- Completed Masters in Finance and Control (2006-08) from Utkal University with 72%.
- Completed ICWA Intermediate in June 2013.
- Cleared NCFM Capital Market (Dealers') Module.
- Completed Certificate in Trade Finance from IIBF.

### **WORK EXPERIENCE**

• Formerly worked with PEC Ltd. (A Govt. of India Enterprise under Ministry of Commerce & Industry) as Senior Manager (Finance) and hold an experience of over 12 years from May 2008 to June 2020. My work profile was mainly based on financial planning, monitoring financial transactions, fund management, financial analysis of proposals, credit appraisal of clients, investigating credit applications, import-export documentation, arranging buyer/ supplier credit for associates; negotiating inland L/Cs and retirement/discounting of Bills; financial analysis and scrutiny of creditworthiness of clients for sanction of trade credit, managing exposure limits of clients, handling all finance, accounts and statutory and CAG audit related matters, adhering to Regulatory reporting to respective authorities in a timely manner, liaising with banks, service providers, surveyors and associates for operational purposes, responsible for division's audit and statutory compliances, tax payments, return filing, third-party payments, etc.

I have also worked in the Administration & Establishment section looking after the Pay Roll, PF, Gratuity and Pension of the employees of the organization. I am well versed with Tally ERP software.

• Currently working in Academy of Technocrats as Lecturer in Management subjects since July 2020. My responsibilities are to teach BBA students subjects like Cost Accounting, Management Accounting and Principles of Business Management.

## LAST PAY DRAWN

Pay Scale : Rs. 29,100 – Rs. 54,500 (Grade – E4 – IDA Scale 2007)

Gross CTC: 17.45 Lacs P.A.

## SOFTWARE SKILLS

- Completed course in Advanced Computer Application Programming from SSI.
- Completed course on Computing, Accounting and Finance certified by The Institute of Cost & Works Accountants of India.

## ACHIEVEMENTS

- Won 1<sup>st</sup> prize in Essay competition in the college level.
- Won 3<sup>rd</sup> prize in Rangoli competition in the college level.
- Presented Paper entitled The Impact of VAT on Commodity Prices in the 27th All Orissa Commerce Conference and National Seminar in 2007.
- Presented Paper entitled The Role of SME Sector in India in the UGC Sponsored National Seminar on WTO and SME Sector in India in 2008.
- Participated in the Management Development Programme on International Trade Law in 2011 conducted by IIFT.
- Participated in the Management Development Programme on Managing Export Business in Turbulent Times in 2012 conducted by BIMTECH.
- Participated in the Management Development Programme on International Payment Methods and Letter of Credit with Implication of UCP-600 in 2012 conducted by IIFT.
- Participated in the Seminar on Revised ISBP & URBPO in 2013 conducted by International Chamber of Commerce India and Standard Chartered Bank.
- Awarded 2nd Prize in Shrutlekh Competition on the eve of Hindi Pakhwada organized by PEC Ltd. in 2013.

## PERSONAL PROFILE

Synopsis	:	A gregarious person backed by determination.
Father's Name	:	Bipin Bihari Patra
Date of Birth	:	26 <sup>th</sup> April, 1985
Address for Correspondence	:	C/o – B. B. Patra, Plot No. 764/3535, Lane-C, Santoshi Vihar, Canal Road, Bhubaneswar – 751006, Odisha.
Gender	:	Female
Marital Status	:	Married
Nationality	:	Indian
Languages Known	:	English, Hindi & Oriya
Strengths	:	Self-confidence, Determination

Areas of Interests	:	Painting, Creative-writing
Mobility	:	Anywhere in India
Reference	:	Available on request

#### **DECLARATION**

*I do hereby declare that all the information furnished by me is correct to the best of my knowledge and belief. If any of the information is found to be incorrect, my candidature shall be liable to be cancelled.*

Date: 08-08-2021  
Place: Bhubaneswar

(SONALI MOHAPATRA)