



RAKESH KUMAR PANIGRAHI

C O S T A C C O U N T A N T

CONTACT



8984069333



Panigrahi.cmark@gmail.com



Pune, India-411047

EXPERTISE SKILLS

- General ledger accounting
- Financial statement review
- Forecasting
- MS Office
- Tally Prime and ERP 9
- SAP-FICO
- Financial Management
- Annual reports
- Account reconciliation processes
- Financial records review
- Cost savings options
- Budget Analysis
- Account reconciliation specialist
- Forecasting & Budgeting
- product Costing

EDUCATION

Cost and Management

Accountancy

The Institute of Cost Accountants
of India.

(2014-2020)

B.Com (Hons)

Fakir Mohan University, Odisha.
(2011-2014)

12th

Saheed Mahavidyalaya, Odisha
(2009-2011)

10th

Mulkaida High School, Odisha.
(2008-2009)

ABOUT ME

I am qualified CMA and have well versed knowledge in Accounting, Taxation and Costing with approximately 5 years of Total experience with detail-oriented and Employee focused on improving company's financial operations and streamlining processes using effective leadership, planning and decision-making abilities.

EXPERIENCE

Joy-n-Crew Vacation LLP

Dec. 2023- Present

Designation-Manager (F&A)

- GST return Filling.
- GSTR 1 and 3B reconciliation.
- TCS and TDS payments and assisting filling for the same
- Vendor Reconciliation
- Making foreign payments.
- Reviewed documents and accounts for discrepancies and resolved variances.
- Updated general ledger with latest entries.
- Reconciled accounts and created documents for monthly closure procedures.
- Reviewed budgets and communicated discrepancies to senior management.
- Recorded deposits, reconciled monthly bank accounts and tracked expenses.
- Team management.

PERMANENT ADDRESS

At/Po-Anantapur
PS-Soro
Dist-Balasore
Odisha-756046

FAMILY DETAILS

Father-Niranjan Panigrahi
Mother-Parbati Panigrahi

LANGUAGE

English

Hindi

Odia

INTEREST

Blogging

Travelling

Learning new Ideas

Designation-Senior Accountant

- TDS reconciliation
- GST return Filling.
- GSTR 1 and 3B reconciliation.
- Preparation of Workshop and Showroom Outstanding
- Vendor Reconciliation
- Preparation of Income statement
- Reviewed documents and accounts for discrepancies and resolved variances.
- Updated general ledger with latest entries.
- Reconciled accounts and created documents for monthly closure procedures.
- Reviewed budgets and communicated discrepancies to senior management.
- TDS payments and quarterly return filling
- Recorded deposits, reconciled monthly bank accounts and tracked expenses.

**Pepsico India Holding Private Limited
(Under 3rd party payroll)**

Dec. 2021 - April 2023

Designation-Process Specialist

- GST audit.
- Reply to Government on various notices such as notice for Difference in GSTR1, 3B and GSTR9.
- Preparation of Sales data for 6 states for Filling of GSR1 and 3B with PWC.
- Reconciliation of Various GL for GST audit on quarterly basis
- Reconcile the ISD credits whether the distribution of ISD correctly allocated or not.to the respective sates
- Rectify various entries related to GST whether the same has been passed in correct GL or not
- Vendor Reconciliation.
- Reconciliation of GSTR1 and 3B on Monthly basis.
- Reconciliation of ITC claimed and ITC availed during the month.
- Asset reconciliation.
- Preparation cost of Budget for upcoming years.
- Made Misc.entries in SAP FICO.
- Collaborated with team to define business requirements for organizational processes, achieve productivity standards, and adhere to accuracy standards.
- Completed technical estimates using cost models.
- Reviewed and approved invoices and payments, verifying accuracy of expenses.
- Prepared company tax returns and other financial filings.

Designation-Audit Manger

- Cost Audit,Budgeting,Pricing .
- Stock and Inventory Audit of coal India and West Bengal state electricity board
- GSTR1 and 3B filling of various clients
- GST audit.
- Entries in tally
- Standard Costing and Reduction of Cost by applying various methods.
- Analyzed data and findings to prepare reports detailing financial information.
- Bank Reconciliations

NLC INDIA LIMITED

Oct. 2018 - Oct. 2019

Designation-Industrial Trainee

- Preparation of schedule for various GL.
- Vendor Reconciliation.
- Assisting in preparation of financial statement.
- Made entries in SAP.
- Assisting in preparation of annual report.
- Worked closely with industrial professionals to expand upon acquired training with practical knowledge.
- Assembled products according to changing daily work orders and specific customer needs.
- Predicted, planned and recorded costs of raw materials, labor and operation.
- Calculated labor and overhead rates, annually updating costs.
- Provided journal entries and performed accounting on accrual basis.
- Collected and reported monthly expense variances and explanations.

Dutta Ghosh Bhattacharya & Associates Jan. 2018 - Sept. 2018

Designation-Article trainee

- Assisted staff auditors with internal audit and statutory audit process
- Gathered and analyzed financial data to determine improvement efforts.
- Analysed accounting systems for efficiency and effectiveness.
- Made entries in tally.
- Filling and book keeping
- Accounts Receivable.(AR)