

SUSHANTA KUMAR BARIK

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**Seeking Senior Managerial assignments in Commercial ~ Accounts ~Taxation ~administration
~ Facility ~ Regulatory Affairs with a high growth oriented organisation**

nearly 18+ Years of experience to contribute to organizational goals & objectives

- ❑ A result-oriented professional with practical deft knowledge of 10+ years in handling of all matters related to SEZ Operation, STPI Operation, EOU Operation and more than 15+ years of experience in Central Excise, Customs, Sale Tax, DGFT, and Export & Import.
- ❑ A results-oriented professional with experience & expertise in Administration, Legal & facility functions.
- ❑ Expertise in indirect taxation, Direct Taxation, Accounts & Finance, Commercial operations; managing men and systems effectively to improve efficiency, Optimization of cost & maximization of productivity and having working experience in accounts.
- ❑ Co-ordination with Service Provider, Material Supplier related issues of the company.
- ❑ Demonstrated business acumen in leading and managing the commercial operations and contributing towards higher rate of organic growth.
- ❑ Proven ability to handle operations, impact business growth and maximise profits through achievement in finance and taxation management, internal controls and productivity/efficiency improvements.
- ❑ Deft in establishing relationship with various Government Departments – Pollution, Fire, Water, NOIDA, Excise, Customs, Service Tax, Sales Tax, GST, Electricity, Income Tax, Retailers etc.
- ❑ Having knowledge in Fund Management and arranging Fund for Business grow – Working capital, PCL, PCFC, LAP, L/C etc. Financing matters.
- ❑ An effective communicator with excellent relationship building & interpersonal skills.
- ❑ Operational Experience of handling more than 5000 employees/ staffs.
- ❑ Having six years working experience in SaaS Business company.

CAREER CONTOUR

2012: Tangence Solution (India) Private Limited. as General Manager – Commercial, Taxation And Administration & Facility [was joined as Sr. Manager Commercial]

*Tangence Solutions (India) Pvt. Ltd. (STPI Unit), having its **India Office:** B1/307, Sunrise Apartment, Sector-13, Rohini, Delh, **Noida Office:** F-298, Sector-63, Noida, U.P., **Delhi Office:** A-2/8, Safdarjung Enclave, Delhi, **USA Office:** 6081, Maridon Ave, Suite 70# 167. AND it's Group Company **Exclusife Technosoft Pvt. Ltd.**, at F.297, Sector-63, Noida, UP. **[SaaS business in India]***

2007-2012: DLF Group, New Delhi as Manager – Commercial & Taxation
DLF Ltd. SEZ at Rai, Sonapat, Haryana; DLF Ltd., Special Economic Zone, Sector- 30, Gurgaon, Haryana & DLF Cyber City Developers Ltd., Special Economic Zone Sector- 24 & 25A, Gurgaon, Haryana and Corporate Office at 1E, Jhandewallan Etn. & Gateway Tower, Gurgaon, Haryana.

2003-2007: Elcomponics Group, NOIDA as Manager - Commercial
*The company has manufacturing unit located at A-36, Sector-58, Noida, A-65, Sector-58, Noida, A-120, Sector-63, Noida, U.P & Plt No. 29-P1, Hirehalli Industrial Area, Bangalore **(2 EOU Units & 2 DTA Units)** manufacturing unit of Electronics Components, Wiring Harness, Industrial UPS etc.)*

2000-2003: M/s. Nainko Exim Private Limited, NOIDA as an Assistant Manager
*A unit of **M/S LG Electronics India Pvt. Ltd.**, manufacturing unit of Electronic Goods & Components.*

1998-2000: M/s. Ping Telematics Private Limited, NOIDA as Senior Executive
A unit of manufacturing of Moulded Equipments of Electronic Goods & Components of LG Electronics, Samsung Electronics, Motherson Sumi Systems, Luxor etc.

1992 – 1998: M/s. Modern Polymers Private Limited, Balasore, Orissa
(Under Graduate)

Core Competencies

Taxation / Statutory/ Regulatory Compliance

- ✍ Handling Taxation matters, ensuring compliance to GST, Sales Tax, Central Excise & Customs, Service Tax, Cenvat credit treatments and Compliances related to EOU units, STPI units, SEZ units & Developers; maintaining records for Excise, Service Tax & Periodically Returns etc.

- ✧ Preparing statutory records, formulating business strategies and analysing taxation (Sales tax, Excise, Service tax, Import & Export) related to procurement & Despatch.
- ✧ Responsible Implementation and documentation for claiming Refund & Rebate (from NSEZ for Central Sales tax, Excise for Rebate & Refund, Service Tax for Rebate & Refund, DGFT for Incentive of import & export; involved in assessment and settlement of Case Sales Tax, Excise, Service Tax & GST with relevant government authorities).
- ✧ Handling TDS matters, Deduction, Return, issuance of Certificates, reply to notice etc.
- ✧ Handling of Tax Audit matter under Income Tax, preparation, deposit of self-assessment tax etc.
- ✧ Liaisoning with all other department for a company related matters i.e. UP Pollution, Electricity, Water, NOIDA, FIRE, ESI, EPF, etc.

Commercial Affairs

- ✧ Responsible for Sourcing of materials, vendor development, introducing new Vendors, Placement of PO and obtaining Performa invoice, Preparation of Contract/ Agreement with the Vendors & Service Providers, Contractors etc. follow-up for LC, Scheduling Shipments, Warehousing, documentation, import & export management etc.
- ✧ Conducting valuation of raw materials, packing materials, stores and consumables; performing periodical physical verification of raw materials and finish goods.
- ✧ Ensuring continuous & rigorous follow up with the Sales Team for actual collections, sales & liquidation & monthly sales & collection targets.

Operational Matters

- ✧ Responsible for issues arises during the operation of any EOU, SEZ, STPI & DTA unit's related to any commercial matters as well as compliance matters related to any Govt. Departments.
- ✧ Taking preventive measures for Export & Import matters.
- ✧ Responsible for issues arises during the operation of any EOU, SEZ, STPI & DTA unit's related to any commercial matters as well as compliance matters related to any Govt. Departments.
- ✧ Taking care of all administration issues arising during the operation of the SEZ's.
- ✧ Working with Retailers for any issues related to financial and commercial matters for SaaS business.

Liaison and Co-ordination

- ✧ Liaison with the various Govt. Dept. i.e. Customs, Central Excise, DGFT, EOU, SEZ, STPI, Sale Tax, Service Tax, GST Departments.
- ✧ Sales Tax Refund, Excise Refund, Excise Rebate, Service Tax/ Cenvat Credit Refund, Import/ Export Incentives, Import/Export clearance, dealings with Custom House Agents & forwarders, ESI, PF etc.
- ✧ Arranging all documentary requirements for import and Export (LC, Advance Licences etc).

Accounts & Finance

- ✧ Managing day-to-day accounting functions including finalization of Balance Sheet.
- ✧ Reconciliation accounts, debtors/ creditors, Intercompany Loan, Bank Loan, Bank Reconciliation etc.
- ✧ Performing reconciliation between General Accounts and Sales Accounts, Debtors & Creditors.
- ✧ Fund Management like taking Loan from Intercompany, Bank, FD and their payments, reconciliation etc.

MIS Management

- ✧ Preparing MIS reports to provide feedback to top management on financial performance, viz. Funds, Inventory, Production, Purchase, Sales & Outstanding- Debtors/ creditors etc.
- ✧ Generating daily, weekly, fortnightly, monthly, quarterly, half yearly and yearly MIS reports for submitting to top management.

General Manager – F & A with TANGENCE & EXCLUSIFE

Role:

- ✧ Steering overall commercial, taxation & Administration activities for smooth functioning of the following company:
 - *Tanagence Solutions (India) Pvt. Ltd., F-298, Sector-63, Noida, UP.*
 - *Exclusife Technosoft Pvt. Ltd., F-297, Sector-63, Noida, UP. (Saas for Retailers)*
 - *Tanagence Inc, 6081, Maridon Ave, Suite 70# 167*
- ✧ Overseeing the complete working activities and ensuring timely completion of all Commercial, taxation, legal, administration and accounts & Finance work within the given timeline; interfacing with all the departments to ensure smooth running of the company.

- ✧ Handling the procedures for obtaining different approvals from Development Commissioner or UAC & other govt. departments.
- ✧ Generating as well as processing of Documents with STPI, Customs Department for procurement of Goods, Sales of goods, goods sending for repairing etc.
- ✧ Re-warehousing of Goods/ materials.
- ✧ Generating as well as processing of Documents with STPI & Customs Department for DTA Sales.
- ✧ Taking permissions from AC/ DC of Customs Department for DTA Sales, Waste & Scrap Sales, Job Work, Sub-contracting etc.
- ✧ Generating as well as processing of Documents with Customs Department for De-Bonding of Capital Goods with claiming of Depreciation or without claiming of Depreciation.
- ✧ Conducting Random Audit of:
 - All statutory records to ensure compliance.
 - Various administrative records for future use.
- ✧ Liaising with clients and other units for various issues and put before UAC & Customs Officer.
- ✧ Co-ordinating with CHA, Forwarders for timely removal of imported goods from Customs Station, Warehouse etc.
- ✧ Collecting and issuing Central Sales Tax exemption Form – C
- ✧ Preparation & Submission of various Statutory Report or other Report to Customs, STPI, VAT, Service Tax Department on Monthly, Qtrly, Hlfly & Annually basis, as per requirements.
- ✧ Prepare & sending of various MIS to the management on daily, weekly & monthly, Qtrly, Hlfly and Annually basis.
- ✧ Managing over all accounting functions including finalization of Balance Sheet on hlfly & Annually. Reconciliation accounts, debtors/ creditors, Intercompany Loan, Bank Loan, Bank Reconciliation etc., Performing reconciliation between General Accounts and Sales Accounts, Debtors & Creditors., Fund Management like taking Loan from Intercompany, Bank & invest as FDR etc.
- ✧ Deduction of VAT, WCT, Service Tax, TDS etc. & Deposit in Bank.
- ✧ Submission of Quarterly/Annually TDS return & issuance of Certificates.
- ✧ Calculation of Self-Assessment Tax & Deposit in Bank.

As Manager – Commercial & Taxation with DLF Group

Role:

- ✧ Steering overall commercial and taxation activities for smooth functioning of SEZ including:
 - *Project Office- DLF Ltd, Special Economic Zone, Sector- 30, Gurgaon*
 - *Project Office- DLF Cyber City Developers Ltd, Special Economic Zone, Sector- 24 & 25A, Gurgaon*
 - *Project Office- DLF Ltd, Special Economic Zone, TP-2, Rai, Sonapat, Haryana (De-Notified)*
- ✧ Overseeing the complete project activities and ensuring completion within given timeline; interfacing with other departments to ensure smooth running of the project.
- ✧ Handling the procedures for obtaining different approvals from Development Commissioner or UAC & other govt. departments.
- ✧ Generating as well as processing of Documents with Customs Department for procurement of Goods.
- ✧ Re-warehousing of Goods/ materials.
- ✧ Generating as well as processing of Documents with Customs Department for DTA Sales.
- ✧ Taking permissions from AC/ DC of Customs Department for DTA Sales, Waste & Scrap Sales, Job Work, Sub-contracting etc.
- ✧ Generating as well as processing of Documents with Customs Department for De-Bonding of Capital Goods with claiming of Depreciation or without claiming of Depreciation.
- ✧ Conducting Random Audit of:
 - SEZ records to ensure compliance.
 - Various contractors records to ensure compliance.
- ✧ Liaising with clients and other units for various issues and put before UAC & Customs Officer.
- ✧ Co-ordinating with CHA, Forwarders for timely removal of imported goods from Customs Station, Warehouse etc.
- ✧ Collecting and issuing Central Sales Tax exemption Form – I
- ✧ Preparation & Submission of various Statutory Report or other Report to Customs Department on

Monthly, Qtrly, Hlfly & Annually basis.

- ✍ Prepare & sending of various MIS to the management on daily, weekly & monthly, Qtrly, Hlfly and Annually.
- ✍ Managing day-to-day accounting functions including finalization of Balance Sheet.
- ✍ Reconciliation accounts, debtors/ creditors, Intercompany Loan, Bank Loan, Bank Reconciliation etc.
- ✍ Performing reconciliation between General Accounts and Sales Accounts, Debtors & Creditors.
- ✍ Fund Management like taking Loan from Intercompany, Bank & invest as FDR etc.
- ✍ Deduction of VAR, WCT, Service Tax, TDS etc. & Deposit in Bank.
- ✍ Submission of Quarterly/Annually TDS return & issuance of Certificates.
- ✍ Calculation of Self Assessment Tax & Deposit in Bank.
- ✍ Preparation & Audited Tax Audit under Income Tax Act & Rules etc.

Attainments:

- ✍ First Company for issuance of Self Certification of PC
- ✍ First SEZ in NCR as Functional
- ✍ First SEZ in NCR for issuance of I form
- ✍ Taking CST Refund from STPI & NSEZ
- ✍ Taking Rebate & Refund from Excise & Customs Department.
- ✍ Taking Refund from Service Tax Department.
- ✍ Appeal to Commissioner Central Excise & Service Tax
- ✍ Organising & Participants various seminars related to Indirect Taxation.
- ✍ Deftly handled:
 - Service Tax matters (Registration, Return, Assessment, Appeal).
 - Service Tax Refund (Unit working 100% EOU, STP, SEZ etc).
 - Sales Tax matters (Registration, Return, Assessment, Appeal).
 - Sales Tax Refund (Unit working 100% EOU/ STP).
 - Central Excise matters (Registration, Return, Rebate, Refund, Audit, Appeal).
 - Customs matters (Registration, Return, Refund, Incentives).
 - DGFT matters (IEC, RCMC, DEPB & EPCG).
- ✍ Working knowledge of Unit working under 100% EOU/STP/SEZ (Registration, Return, Refund, Liason, Appeal etc.)
- ✍ Champion on Outbound Program by ZICELIFE
- ✍ Distinction of making the 1st SEZ Operational in Haryana.

TRAINING SEMINAR & PROJECTS

- ✍ Outbound Training by ZICELIFE
- ✍ SEZ/EOU Seminars by Ministry of Commerce
- ✍ Seminars by Export Promotion Council
- ✍ Budget Seminars by various ministry or Big consultants
- ✍ Taxation Seminars by Lakshmi Kumaran & Shridharan
- ✍ ERP – Ramco
- ✍ ERP- U-Square
- ✍ ERP – In-house (Layout, Development, Implementation)
- ✍ GST implementation

EDUCATION

- ✍ MBA (Finance) from Sikkim Manipal University in 2010.
- ✍ B.Com. from Utkal University, Orissa in 1998.

IT SKILL SET

Office Suites	:	MS-Office (Excel, Word, Power Point)
Accounting Package	:	Tally (4.5, 5.4, 6.3 & 7.2, 9.6), Busy (2.6 & 3.2 both in DOS & Windows) ERP- Ramco etc.
Others	:	E-Mail & Internet, Udyog etc.

PERSONAL DETAILS

Contact Address	:	B-191, Sector-122, NOIDA, UP.
Date of Birth	:	15 th June 1977
Linguistic Abilities	:	Oriya, Hindi & English