

CA. ABHISHEK JAIN

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PROFILE SNAPSHOT

- Qualified Chartered Accountant with 5 years of exceptional experience in the areas of Audit, Taxation, Financial Analysis, Credit Underwriting, and Risk Monitoring;
- Having tremendous industry exposure to various segments which include banking, manufacturing, software development & support services, security services, FMCG, logistics, dairy products, construction, automobile dealer, retail, cement, marble and granite, gem and jewelry, school and colleges, and charitable trust;
- Spearheaded and managed a team of 10-15 people;
- Robust analytical and presentation skills, and ability to deal with clients;
- Result oriented, effective leader, and strategic thinker with excellent motivational skills;
- Well versed with MS-Excel, Word, & Outlook; Tally & other ERP packages; and Banking Software; Tech savvy.

WORK EXPERIENCE

SENIOR MANAGER
RATHI RATHI AND CO.

NOV, 2016 – AUG, 2018
PUNE

Audit and Assurance:

- Finalization of Balance Sheet, Profit & Loss Statement, and Notes to Accounts of manufacturing and software development & support services industry;
- Scrutiny of ledgers applying analytical review procedures, and compliance of accounting standards;
- Drafting of audit report along with compliance of CARO reporting as applicable to specified companies;
- Physical verification of stock and its valuation as per AS-2;
- Examination of various reconciliation such as debtors, creditors, bank, payroll/FAR to GL, and compliances;
- Preparation of process notes and flow chart along with risk and control mapping for various areas of IFCR;
- Tested design, implementation, and evaluation of operating efficiency of internal financial controls;
- Possess experience in Branch Statutory audit of BOI, FA audit, Stock audit, VAT audit, and Payroll audit.

Taxation:

- Managed Tax audits and drafting of Tax audit report (Form 3CA, 3CB, and 3CD) for companies and firms;
- Examination of Computation of income tax, and verification of Income-tax provisions & Deferred tax calculation;
- Computation of tax liability under MAT as per section 115JB of the IT Act;
- Drafting of report (Form 3CEB) relating to International transactions and SDT as per Section 92E of the IT Act;
- Verification of TDS and TCS compliance, and determination of Interest and Penalty, if any applicable;
- Computation of GST liability, ITC, and output GST as per provisions of GST laws for companies;
- Examination of GST, ST, VAT and Excise compliances as per provisions of their respective laws.

Others:

- Managed entire scale of Finance operations for companies which include preparation of books of accounts and budgets; variance analysis and monitoring cash flows; preparation of MIS, reconciliations and consolidated reports; payroll processing; furnish information to government authorities under various tax laws, filing of returns and, and ensuring compliances with the statutory requirements etc.;
- Certification work as required by various tax authorities such as Foreign remittance certificate (Form 15CA/CB);
- Preparation of Net worth certificate and Equity share valuation certificate based on projected financials;
- Filing of various statutory returns such as Income tax, GST, and ECB return on behalf of clients.

Initiatives:

- Initiated and managed an activity called "Chai Pe Charcha" for learning and personality grooming of articles;
- Improvised and modified processes to simplify it and to improve productivity, quality, and efficiency.

Roles and Responsibilities:

- Appraise/underwrite and disburse the retail and corporate linked loans including LAP;
- Identify and control Fraud and Credit-related risk to improve the quality of the portfolio;
- Manage the entire credit application process, right from login to disbursement;
- Deal with customers and coordinate with sales, branch, legal, technical, FI, RCU agency and operation team simultaneously for processing the file;
- Mentor sales and branch team to improve quality and reduce end to end TAT for the customer;
- Conduct training sessions for CPA, sales and branch team;
- Analyze business and comparable data to identify trends and new opportunities, recommend suitable changes in policy and product norms to be aligned with the prevailing market practices;
- Strengthen FPR of various activities for the region as well as for entire State;
- Served as an active member of Central Credit Team and APS Development Team;
- **Products handled (Sanctioning and Disbursement):** Farm Equipment, Kisan Credit Card, Structured KCC (LAP), Self Help Group, Agri Term Loan, FWRF, Govt. Sponsored Schemes etc.
- **Projects handled:** Empanelment of Advocate, SHPI, and Dairy; Updation in MER.

Recognitions/Achievements:

- Detected a fraud and saved wrong funding of INR 70 Lacs. Same has been recognized as one of the biggest fraud detected Pan India in 2014-15;
- Received appreciation from Zonal Head for outstanding performance on KCC Maha Sanction Day;
- Managed to publish my name in Cross FI learning series and Intelligent knowledge series several times;
- Received appreciation from National Credit Head for being Hind sighting superstar for Q1 (2015);
- Maintained standard hind sighting score (9.5 and above) in all products throughout the year (2014 and 2015).

ACADEMIC HIGHLIGHTS

- **Chartered Accountant** from the Institute of Chartered Accountants of India, in May, 2013;
- **Bachelor of Commerce** from MDS University, Ajmer, in Jun, 2010.

TECHNICAL SKILLS

- **MS-Office:** Excel, Word, PowerPoint, Outlook;
- **Banking Software:** Finacle, FinOne, APS;
- **ERP Packages:** NetSuite, Oracle, SAP (from audit perspective), Tally.ERP9;
- **Professional Software:** WinmanTax, CompuOffice.

TRAINING ATTENDED

Certified from ICAI:

- **Articleship from R. Mohnot and Co. (Jaipur), from Sep, 07 to Mar, 11;**
- On Information Technology;
- On General Management & Communication Skills.

Certified from ICICI Bank Limited:

- On Passion at Work;
- On Managerial Effectiveness;
- On Various Retail Agriculture Products.

PERSONAL DETAILS

- Date of Birth : 26th September, 1988
- Address : 1, Suraj Vihar, Jaipur Road, Madanganj-Kishangarh (Raj.) – 305 801
- Interests : Movies, Playing Cards
- Languages Known : English, Hindi (Read, Write, Speak); Marathi, Marwari (Read, Speak)