

QUALIFICATION PROFILE AND CAREER OBJECTIVE

- **Chartered Accountant** qualified in November 2013 from ICAI.
- Aspire to accept challenge opportunities to keep growing and to enhance myself as a professional committed with sincerity and hard work.
- Conversant with ORACLE, Tally ERP and Technical Proficient in Microsoft Office.

PROFESSIONAL SYNOPSIS

Finance professional with more than four years of post-qualification experience in Finance & Accounts.

Current profile includes providing Financial Analysis, Reporting and Business support to company management and/or government regulatory authorities. Strong analytical & organizational abilities with adeptness in formulating & preparing scope improvement in internal control system.

PROFESSIONAL EXPERIENCE

Keysight Technologies December 2015 –Present

Keysight Technologies

December 2015 –Present (Financial Analyst)

Corporate Controllershship

I am currently working with Country controllership Organization to ensure Keysight operations in **UK & Ireland (reporting to Legal Entity controllers of these countries)** are conducted in line with financial policies and controls as well as work closely with all Key Business Factors such as Fixed Assets, Intercompany, AR, AP, Cash, Treasury, Revenue, Payroll etc. to ensure controllership rigor around management entity and legal entity elimination.

Role Overview

- Variance Analysis, Forecasting, Financial reporting as well as Highlighting key risks or concerns to help Support Business Decisions by preparation of the P&L and balance sheet and commentary for various entities.
- Recording, Reconciliation, Management Reporting and Presentation of Accounting and Financial Information used by Management for Planning and Control and Regularity Compliance.
- Driving globally consistent Financial deliverables that are accurate and compliant with Keysight policies, GAAP and commercial standards.

Major Activities

- Analysing financial information for Business Reviews and **reporting key highlights monthly & quarterly (Opex, PL, BS)**.
- Forecasting of USD exposure of the entity and work with Treasury team to effectively manage the Balance Sheet hedging.
- Responsible for analysing Order Reports, Customers, Ensuring charge out of Intercompany Billings, Profitability Analysis.
- Pension Analyst for entities covered under FAS 158: Calculation of pension amounts and preparation of pension JVs.
- Preparing Tax and Pension **Reconciliations** on monthly basis, and other **ad-hoc** requirements & support.
- Statuary Audit of company financial for country UK & Ireland.
- Preparation of various journal entries from the perspective of month end, quarter end and Year end.
- Regular interaction with customers, calls etc. to facilitate the resolution of cross functional matters.
- Ensuring integrity and completeness of financial records and ensuring compliance with finance control standards.
- Involvement in migration of any additional finance responsibilities which includes developing and maintaining process maps and supporting documentation for all finance functions managed by the team

Lanco Group April 2014 – December 2015

Lanco Solar Energy Private Limited

April 2014 – December 2015 (Assistant Manager)

Key Areas of Work Done

Financial Reporting & Audit

- Preparation of Financial Statements in accordance with accounting standards prescribed under the Companies (Accounting Standards) Rules, 2006 notified by the Central Government and generally accepted accounting principles in India.
- Analysis of variances of all Profit and Loss Account items and arriving at a logical conclusion for such variances.
- Co-ordination with Statutory, Internal & Con-current Auditors and submission of information in their templates for closing of books.
- Preparation of Fixed Assets Register and categorization of class of assets and depreciate as per the rate of depreciation prescribed under companies act, 2013.
- Verification of Bank Reconciliation Statement.
- Preparation of Intercompany balance confirmations & Corporate Guarantees.

Indirect Tax

- Preparation & filing of VAT Return of respective state.
- VAT Computation liability as per Respective State norms.
- ITC record for utilization of Input tax paid while paying output VAT liability.
- Knowledge of C Form, F Form, H Form & E-1 & E 2 to avail concessional rate of tax.
- Accounting Treatment of VAT in books of Accounts of Company.
- Reply of SCNs issued by Service Tax Department.

Finance

- Preparation of Company's Yearly Budget.
- Variance Analysis of Actual vs Budget on monthly basis.
- Preparation of MIS and Cash Flow Statement.
- Preparation of documents for Letter of Credit, Bank Guarantees, Monthly MSOD/DP statement for submission to Bankers.

Other Assignment

- Part of Process Improvement Initiative & Quality Control Team for improvisation in the existing process of the organization.
- Conducted induction training for fresh staff.

Articleship Experience

Rohit Raju & Associates, Gwalior

March 2008 – September 2011 (Article Assistant)

Finance

- Assisted/Prepared Project Reports and CMA Reports.
- Loan arrangement from Banks and Financial Institutions such as-
Trade Finance: Letter of Credit, Bank Guarantee
Working Capital Finance: Cash Credit Limit, Bank Overdraft
Term Loan Finance: Long Term Loan for Project Finance, Agriculture, Commercial & Residential Buildings.

Taxation

- Preparation and filing of Income tax and TDS returns for corporate and individual clients.
- Preparation of TDS certificates & working on TRACES.
- Preparation of responses to notices from tax authorities and assistance in scrutiny assessment.

Audit and Accounts

- Handling / assisting of statutory audits, Internal audits, tax audits & concurrent audits.
- Compliance with Accounting Standard and CARO Requirement.
- Preparation and finalization of financial statements of various entities as per revised Schedule -VI.

PROFESSIONAL QUALIFICATION/ACADEMIC QUALIFICATION

Examination	Institute/University	Year	Result
CA	Institute of Chartered Accountants of India	November, 2013	50%
B.Com	Jiwaji University, Gwalior	2010	55%
XII	M.P.Board	2007	80%

COMPUTERS AND OTHER LITERACY

- Successfully completed **IFRS Course** certified by Ernst & Young (New Delhi).
- Certification in Computer Training under ICAI Regulations of 250 Hour
- Certification in the GMCS (General management and communication skills) course of the ICAI
- Operation of **Oracle, ADI, Essbase, Hyperion System 11, HRDSS, Filenet, MSTR, OneStream, Incorta.**
- Working Experience of Tally 9.0.

PERSONAL PROFILE

- Date of Birth : May 5th 1990
- Nationality : Indian
- Marital Status : Unmarried
- Hobbies : Playing Cricket, Swimming, Net surfing for updating & enhancing network Meeting and Interacting with new people.