**CAREER OBJECTIVE**

* To deliver above expectations.
* To contribute towards the achievement of practice &organizational objectives.
* To set new standards of performance.
* To add value on all client engagements.
* To adopt a methodical approach for work assigned.

**CAREER OVERVIEW**

* **Chartered Accountant (Second attempt)** with experience of **4 years** in the areas of Accounts, Finance, Auditing, Receivables & Payables, Statutory Compliance and MIS.
* Demonstrated abilities in completing **various accounting & audit assignments** within time budgets and calendar schedules
* Experience in managing wide spectrum of finance & accounts activities encompassing finalization of accounts, credit control, cash flow management, reconciliation statements, receivables & payables management, etc.
* Experience in Sales accounting.

###  : Work Experience:

**Feb’17-Present Reckitt Benckiser India Ltd., Gurgaon Sr.Executive F&A-10.70 Lakhs**

 Recently Joined Reckitt Benkiser India Ltd. an UK based MNC dealing in FMCG(Health, Hygiene, Home) and products are Dettol, Harpic, Lizol , Mortien,Colin,Veet, Moov,Itch guard,Ring guard, Disprin,Vanish, Strepsils, D’cold, Airwick,Cherry ,Dermicool, etc. business having presence all across globe.

Role: - Planning and analysis and part of Claim centralization team.

**Mar’15-Jan’17 SC Johnson Ltd., Gurgaon Sr. Analyst**-**8.75 Lakhs**

US MNC dealing in FMCG(products are All out, Kiwi shoe polish, Glade Car and room freshener, Mr. muscles kitchen and Toiled cleaners) business having presence all across globe.

**Achievement: -** Selected for GFEP Training, 2016(Global Finance Excellence Program Training) organized in Manila, Philippines for enhancement of skills of selected finance people of SCJ across the globe.

**Key Deliverables:**

* Analysis of Gross Margin.
* Product Pricing.
* Preparation of Debtors aging report.
* Preparation of various report of market scheme run by company.
* Closely working with sales team for their budget analysis and preparation of management report.
* Passing of distributors claim regarding market scheme on secondary sales in SAP.
* Passing provision entry and other sales related expenses in SAP.
* Downloading the various reports from SAP and preparing the analysis report.
* Variance analysis of Marketing and Sales expenses.
* Monitoring and analysis of field force expense.
* Preparing & Presenting the variance and business growth analysis report in monthly meeting.
* Working knowledge of SAP.
* Preparation of SKU wise P/L.

**Jan’13-Feb’15 Unicharm India (P) Ltd., Gurgaon Executive-F&A**

A Japanese FMCG MNC having presence all across globe with global turnover of 30000 Cr and Indian turnover of 700 Cr.

**Key Deliverables:**

1. Preparation of cash flow statement.

2. To ensure timely filing of Vat returns and vat compliances.
3. Preparation of financial statement-Monthly/ Quarterly/ Annually as per schedule-III.
4. Timely submission of MIS to banks.
5. To ensure timely completion of Stock Audit & compliance of their report.
6. To ensure timely completion of Statutory Audit / Tax Audit & compliance of their report.
7. To deal with internal auditor to ensure timely completion of Internal Audit & compliance ofreport.
8. Monitoring financial data as well as to prepare variance analysis on monthly basis.
9. To ensure completeness of daily accounting.
10. Control over Inter Company/Intra Company reconciliation.
11. Control over accounting as per SOP.
12. Monitoring & Supervision of Direct & Indirect taxation.

13. Maintaining FAR and calculation of Depreciation as per Co. Act.2013.

14. To prepare Asset impairment analysis sheet at year end.

15. Deferred Tax calculation.

**May’12-Dec.12 CKM & ASSOCIATES Audit & Account- Assistant**

**Key Deliverables:**

* Service Tax compliance
* Internal audit & Statutory audit
* TDS Returns& compliances
* Cost sheet Preparation
* Audit of Small & Medium Enterprises
* Finalization of Balance sheet as per Revised schedule VI
* Transfer pricing
* Annual Filing
* Debtor/Creditors Recon.

**Sep’07-Mar’11 Gupta Singh & Associates, NoidaArticleship Training**

**Key Assignments:**

* Preparation of Financial Statements of various SME’s
* Internal audit & Statutory audit
* TDS Returns & compliances
* Cost sheet Preparation
* Stock taking.
* ITR filling and Service Tax returns of clients.

**PROFESSIONAL QUALIFICATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S No.** | **Qualification** | **Groups** | **Marks Obtained** | **Year** |
| 1. | C.A. Final | G-IG-II | 55.50%52.50% | May2011May 2012 |
| 2. | C.A. PCC | Both | 53.50% | June 2009 |
| 3. | C.A. CPT | N. A. | 74.50% | Aug 2007 |

**ACADEMIC QUALIFICATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Degree** | **School/College** | **Board/University** | **Year**  | **Percentage** |
| 1 | B-Com (A&F) | Correspondence  | IGNOU, Delhi | 2011 | 58% |
| 2 | XII | R.S.K.V(Laxminagar) | CBSE Board, Delhi | 2007 | 88.50% |
| 3 | X | Inter College ,Gazipur | UP. Board | 2005 | 70.40% |

**AWARDS & ACHIEVEMENTS**

* Actively participated in various Cultural Events held at School Level.
* Holds the credit of being chosen as a class representative in school because of leadership qualities.
* Actively participated singing competition in school.

**PERSONAL DOSSIER**

* **Date of Birth -** July 10, 1990
* **Languages Known -** English, Hindi & Punjabi
* **Hobbies -** Listen to Music &Singing, Reading history of various countries.

**References: Will be pleased to furnish on request.**