**Professional Profile**

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| --- | --- |
| ***Chief Financial Officer***  ***Experience:*** *19 years (post qualification)*  ***Qualifications:***  *1) Bachelor of Commerce – 1990*  *2) Associate Member of the Institute of Cost & Works Accountants of India – 1995*  *3) Associate Member of the Institute of Chartered Accountants of India – 1997*  *4) Certified Information Systems Auditor, U.S.A. – 2003* |  |

***Worked with:***

|  |  |  |
| --- | --- | --- |
| ***Company*** | ***Designation*** | ***Period*** |
| *Anrak Aluminnium Limited* | *Chief Financial Officer* | *March 2012 – till date* |
| *RAK Investment Authority* | *Accounts Controller - HOD* | *May 2008 – February 2012* |
| *Haldyn Glass Gujarat Ltd* | *Senior Manager* | *February 2007 – May 2008* |
| *Supreme Infrastructure Ltd.* | *Chief Financial Officer* | *August 2006 – January 2007* |
| *Scientific Pharmacy* | *Accounts Manager* | *March 2004 – January 2006* |
| *GTL Limited* | *Manager – Risk Management* | *August 2002 – March 2004* |
| *Talal Abu Ghazaleh* | *Auditor* | *Sept. 2000 – June 2002* |
| *Voltas Limited* | *Senior Audit Executive* | *January 1998 – August 2000* |

***Summary: Finance, Accounts, Audit and Risk Management Professional***

*Chartered & Cost Accountant with over nineteen years post-qualification work experience in the areas of Finance, Accounts, Risk Management & Audit which included:*

* ***Accounting:***
* *Responsible for the day to day accounting function culminating in the finalization of accounts*
* *Coordinating with internal & external auditors & other Management Consultants*
* *Finalize periodical reports as required for submission to the Board Audit Committee / Board of Directors*
* *Preparation of Annual budget–Department-wise, monthly forecast*
* ***Finance:***
* *Responsible for managing finances including projections for Credit Line*
* *Prepare proposals for submission to Banks, co-ordinate with Banks / Financial Institutions.*
* ***Taxation:***
* *Ensure filing compliance reports as well as for availing benefits and concessions under various revenue statutes including Income Tax, Excise & Customs, Sales Tax, Service Tax, Professional Tax and Special Economic Zones*
* ***Others:***
* *Leading the rating process of the organization (Rating by Fitch and S&P)*
* *Prepare, Annual Report of the company*
* *Co-ordinated the effort to make the Initial Public Offer (IPO) of a company in the Bombay Stock Exchange*
* *Instrumental in the implementation of SAP*

***PROFESSIONAL EXPERIENCE:*** *Post qualification experience:*

***PRESENT EMPLOYMENT******:***

*Working with* ***M/s Anrak Aluminium Limited, Visakhapatnam, Andhra Pradesh***

#### *POSITION* ***:*** *Chief Financial Officer*

*EXPERIENCE* ***:*** *From 28th March 2012 till date*

*JOB PROFILE* ***:*** *Heading the Accounts & Finance function*

***Broad areas of responsibility include:***

***Accounting:***

* *Ensure an accurate and timely monthly, quarterly and year end close.*
* *Ensure all Accounting Standards are complied with and liaise with auditors to ensure timely compliances.*
* *Co-ordination, Guiding and supervising staff at all levels*
* *Capitalization of Alumina and Co-Gen Power plant including pre-operative costs.*

***SEZ, Service Tax and Commercial Tax issues:***

*Supervising of Import and Exports procedures for SEZ Unit and Developer. DTA Sales, bill of entries for imports and Exports. Submission of Reports & Returns to SEZ Office (Quarterly and monthly reports and SEZ statutory reports). Handling all the approvals for SEZ Developer & Units from UAC. Service Tax exemptions for contractors FORM- A1 and FORM A2 certifications and ST-3 returns filling and Service tax refund issues. Handling of issues related to Commercial tax sales returns and Commercial Tax Audit.*

***PREVIOUS EMPLOYMENT:***

**1)** Worked with **Government of Ras Al Khaimah, United Arab Emirates**.

#### *POSITION* ***:*** *Accounts Controller, Head of the Department*

*EXPERIENCE* ***:*** *From 16th May 2008 till 28th February 2012*

*JOB PROFILE* ***:*** *Heading the Accounts & Finance function*

***Broad areas of responsibility include:***

* *Finalization of accounts*
* *Assisting in Fund Raising, Feasibility Studies, Business Plans & Deal Negotiations.*
* *Liaison with Subsidiary companies to obtain necessary details for reporting purposes*
* *Monitoring and periodic reviewing of the investments made by the Authority*

**2)** Worked with M/s Haldyn Glass Gujarat Limited, a manufacturing company listed in the Bombay Stock Exchange, in Mumbai.

#### *POSITION* ***:*** *Senior Manager Accounts*

*EXPERIENCE* ***:*** *From 1st February 2007 to 10th May 2008*

*JOB PROFILE* ***:*** *Heading the Finance & Accounts function*

***Broad areas of responsibility include:***

* *Finalize periodical Accounts and Reports required by the Board Audit Committee / Board of Directors*
* *Co-ordinate with Statutory Auditors and Internal Auditors to comply with audit requirements.*
* *Prepare the announcement in the Bombay Stock Exchange (BSE) and ensure its timely submission in the BSE and newspapers*
* *Prepare and design of the Annual Report of the company*
* *Preparation of project reports for availing Term Loans. Ensuring compliance with their various pre-disbursement and post-disbursement formalities including documentation formalities.*
* *Arrangement of Finance for Working Capital requirements - both Fund-based & Non-fund based*
* *Monitor supplier payments and customer receipts*
* *Prepare monthly cash flow projections*

***3)*** *Worked with* ***M/s Supreme Infrastructure India Limited, Mumbai,*** *listed in the Bombay Stock Exchange.*

#### *POSITION* ***:*** *Chief Financial Officer*

*EXPERIENCE* ***:*** *From 1st August 2006 to 20th January 2007*

*JOB PROFILE* ***:*** *Heading the Finance & Accounts function*

***Broad areas of responsibility include:***

* *Lead and drive cost optimization projects*
* *Arrangement of finance for Working Capital requirements and its renewal*
* *Co-ordinated the effort to bring in the Initial Public Offer (IPO) of the company in the Bombay Stock Exchange including documentation, budgeting, proof reading, etc*
* *Was the Compliance Officer in the Red Herring Prospectus filed with the Bombay Stock Exchange.*

***4)*** *Worked with* ***Scientific Pharmacy, Muscat*** *(A subsidiary of Gulf Pharmaceutical Industries Limited, Ras Al-Khaimah, U.A.E. – listed in the Abu Dhabi Stock Exchange).*

#### *POSITION* ***:*** *Accounts Manager*

*EXPERIENCE* ***:*** *From 31st March 2004 to 20th Jan. 2006*

*JOB PROFILE* ***:*** *Heading the Accounts & Finance Function*

***Broad areas of responsibility include:***

* *Preparation of annual financial budget / forecast estimates for business units.*
* *MIS Reporting to the management with respect to financial parameters, sales, collection, inventory, debtors outstanding as compared to the budget and forecast.*
* *Implementation of credit policies and monitoring all past due accounts.*
* *Supervising the credit extension, collections and review of credit customer accounts.*
* *Coordinated in implementation of computer software package and year-end physical inventory.*
* *Reporting to General Manager and corporate CFO.*

***5)*** *Worked with* ***M/S GTL Limited, Mumbai,*** *listed in the Bombay Stock Exchange.*

#### *POSITION* ***:*** *Manager – Risk Management*

*EXPERIENCE* ***:*** *From 28th Aug. 2002 to 20th March 2004.*

*JOB PROFILE* ***:*** *Dealing with Commercial Risks of the Organization*

Search for and locate risks before they become problems. Transform risk data into decision-making information. Evaluate impact, probability and timeframe, classify risks, and prioritize risks. Translate risk information into decisions and mitigating actions (both present and future) and implement those actions. Correct for deviations from the risk mitigation plans.

***6)*** *Worked with* ***M/S Talal Abu Ghazaleh Certified Public Accountants****, Ras Al - Khaimah, U.A.E.*

#### *POSITION* ***:*** *Auditor*

*EXPERIENCE* ***:*** *Worked from 9th Sept. 2000 to 13th June 2002.*

*Worked in a computerized environment while performing Interim Audit and Final Audit.*

*Types of Industries:*

Various types of businesses which included Manufacturing (including Pharmaceuticals and Cement), Trading, Oil & Gas, Contracting, Shipping, Travel, Schools, Hotel and Insurance.

***7)*** *Worked with* ***M/S VOLTAS LIMITED****, Mumbai Branch, A TATA Group Company and listed in the Mumbai Stock Exchange.*

#### *POSITION : Senior Audit Executive*

*EXPERIENCE : Worked from 15th Jan.1998 to 10th Aug.2000*

*The approach included conducting of Control Evaluation and Systems Review, Compliance Testing and Transactional Audit.*

The job involved: -

* *Identifying the control weaknesses bearing in mind the end-business objective and the risks involved;*
* *Process re-engineering / recommending new processes to address the weaknesses identified so that they provide for adequate controls and elimination of activities involving duplication of efforts and*
* *Identifying and reporting on areas where there is a potential for cost-savings/cost-reduction*

***KNOWLEDGE OF COMPUTER******:*** *MS. Office, EX – Accounting Package. ATB (Auditing*

*Package), ERP Package (Manufacturing)- INT-E-*

*VIEW 2000****,*** *Focus I, SAP*

***Personal Details:***

*Date of Birth* ***:*** *05.03.1970*

*Nationality* ***:***  *Indian*