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|  | **Ujwal**  | **Phone :+971504753686 / +919979971283** |
|  | **Address: Dubai, United Arab Emirates** | **Email:** **ujwal.376267@2freemail.com** |
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**To join an esteemed organization as a professional Internal Auditor where my 3 years of experience in the field of internal**

**audit, bank audit, financial planning, forensic assignment, revenue audit, vendor scrutiny, investment and fund management across diversified industries in India can be used for its betterment and constant advancement.**

**Career Summary**

* **Skilled in analyzing and interpreting financial data and statements**
* **Proficient in utilizing spreadsheets, presentation software and the Internet**
* **Liaising with clients (individuals or businesses) and providing solution for the business risks.**
* **Detecting and preventing fraud using multiples technique such as Sampling, focusing on adhoc payments, continuous analysis, using benford analysis and etc.**
* **Perform test for Risk Control Matrix (RCM) for effective Internal financial controls(IFC).**
* **Analyzing risk factors and provide solution to operational ,Design (SOP and Policies) & system( IT related) inefficiency, to various industries related to Banking, manufacturing, Real State and Information Technology .**
* **Proficient in multiple industry oriented software such as SAP, RAMCO, Talley, Finacle,Toscana, Iaura and TAS.**
* **Ability to work in a dynamic environment with good communication skills**

**PROFESSIONAL EXPERIENCE - Client Based Audit**

**HCL Technologies Ltd.,Noida Delhi** **Information Technology**

**●Preparation of audit plan for Internal Financial Controls(IFC), based on risk control matrix, financial impact on external audits, risk on forensic audit, sox compliance and vendor evaluation process. ●Vendor risk assessment, Evaluation, performance & site visit.**

**●Inspection of propriety of Financial Transactions where cost effectiveness in case of cost borne by company w.r.t. separated employee, closed location, duplicate payment, Excess payment vis-à-vis Purchase Order was to be addressed. ●Month end finalization of Investment Audit Report for HCL Group, which include verification of mutual funds, fixed deposit and bank statements balances as per books of account(SAP data) and physical verification of stocks, funds and bank balance.**

**●Examination of accuracy and completeness of input process for recognizing revenue**

**●Inspection of collection of revenue and cross verify SLA agreements,and penalties borned by company w.r.t. breach of service level agreement**

**●Completeness & timely billing of all billable components as per contract;**

**●Closure of audit with recommendations, key observations, action plan and timelines.**

**Manufacturing Concern [Shivam Autotech and Omax Auto Ltd.]** **Automobile**

**●Comment upon excess payment made towards vendor against a Purchase order and direct management to recover such excess payment.**

**●Inspection of process w.r.t generation/authorization of PO/PR, purchsase pricing agreement.**

**●Examine process and time gap between Gate Inward, MIGO and MIRO**

**●Review of Inventory control policy and stock level monitoring**

**●Verification of output products with assigned volume/quantity of inputs in accordance with Bill of Material (Required Output for given output).**

* **Periodic ageing analysis of vendor/customer whose payments/receipts are pending for more than specified period and direct the management to do the needful action.**

**Banking Institution [DMI Finance Pvt Ltd, Bank of India, Allahabad Bank]** **Banking and Financial Services.**

**●Identification of stressed assets & NPAs and implementation of cash handling charge policy.**

**●Comment upon credit rating system, approvals on credit sanctions based on policy, accounting entries, analysis on expenses and revenue on lead, Review of lead status, loan disbursed and treasury management by the.company.**

**DLF Constructions Ltd.** **Real estate**

**●Check various aspects of construction contract. For instance, Mobilization Advance clause, Performance Gurantee, Bills of Material, Work Contract Tax, Taxation Aspects, Vendor Payment and Advance ,Delegation of Authority & etc**

**SELECTED ACCOMPLISHMENTS**

* **Detection and assist in recovery of duplicate and excess payout to vendors (providing services related to immigration,visa,outsourced services break fix, link related services and etc. )**

**Recovery of INR 1 crore was made on course of Financial Transaction Audit of HCL US and Sweden.**

* **Cost beared by HCL in multiple areas (e.g.travel, immigration,cell phone) on account of separated employee post their separation date was identified.**

**Integration between respective admin team of travel and immigration, and employee management system (EMS) was recommended.**

**●Service Level agreement were monitored but billing was not executed by HCL w.r.t service given for window server project due to which short billing of US $ 2.56 million was observed.**

**It was advised to the management to synchronise various related application to each other to avoid billing deviation.**

* **Role on implementing cash handling charge policy, issued by Head office of Allahabad bank, at its branch offices. (Recovery from customers on account of cash handling charge amounting to INR 12L was made.)**
* **Identification of stressed assets & NPAs during course of concurrent bank audit of Bank of India and Indian Bank, for which recommendation regarding minimizing the risk of NPA, applying income recognition policy, early warning system and appropriation of P&L accounts was directed to management.**

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|  | **EDUCATION & CREDENTIALS** |  |
|  |  |  |  |  |
| **Course** |  | **University/ Institution** | **Year of Certification** | **Grade/Percentage** |
| **CFA Level 1** |  | **CFA Institute** | **Pursuing** |  |
| **CA Final** |  | **ICAI-India** | **Result Pending** |  |
| **B.COM(Account & Finance)** |  | **IGNOU** | **Dec-15** | **60%** |
| **CA IPCC** |  | **ICAI-India** | **Nov-13** | **51%** |
| **CA CPT** |  | **ICAI-India** | **Dec-12** | **85%** |
| **High School (Science)** |  | **HSEB** | **2012** | **78%** |
| **School Level** |  | **SLC** | **2010** | **85%** |
|  |  |  |  |  |

**COMPUTER PROFICIENCY**

**●Attended 100 hours each of Information Technology and Advanced Information Technology Training conducted by ICAI. ●Working Knowledge in SAP(FICO,MM,HR Module)**

**SKILLS & STRENGTHS**

**Trustworthy, Good at time management and Self Motivated**

**Good at building healthy relationships with team members.**

**Awards and Recognitions**

**Letter of appreciation from Internal Audit Team of HCL Technologies Ltd.**

**Extra Curricular Activites**

**Voluntary Involvement in Annual Conference Programme of Internal Auditors of India (IIA).**

**Active participation in various socio-cultural events.**

**Interests / Hobbies**

**Travelling, reading about business ideas on google,wikipedida etc.**

**Gymming, Investing in Stock Market**

**Personal Details**

**Languages: English, Hindi & Nepali**

**DOB:** **25/02/1996**