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| **Naren – *MBA, CA Qualified******Director of Finance / Head of Finance Management Professional******Job Focused on: Retail, Construction Industry*****E-mail:** naren.383265@2freemail.com  |  |

**Profile Synopsis**



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Strategic, Result-driven, and Gulf experienced management professional equipped with 20+ years of diverse experience, seasoned expertise, and dynamism in orchestrating successful business turnaround and growth ventures within a Multinational Co. (Al Naboodah & Al Tayer) and diversified Industry in UAE, India, Hong Kong & Japan. Manifest broad management and outstanding knowledge in directing whole gamut encompassing Financial Management & Control, Planning & Analysis, Risk management, IFRS, Financial Audit, and Treasury Management with an extensive background handling Budgeting, Forecasting, P&L statements, MIS Reporting, and Performance Management. Significantly delivered key contribution towards organization’s growth by consistently achieving set targets in financial core business activities with exemplary skills in formulating finance and accounting department operations complying with IFRS, building good business relations with clients, and exploring new business opportunities through innovative business development; Skilled in implementing advanced audit concepts to facilitate fiscal, operational, and computer-based system analyses. Possess excellent analytical, planning, monitoring, critical thinking, attention to details, leadership, problem-solving, decision making & interpersonal skills.

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| **Strengths & Skills** |
| * Gained 20+ years experience within Multinational Co.
* Financial Planning, Forecasting & Budgeting skills
* ERP Implementation/Business Intelligence Solutions
* Financial Analysis/P&L Management/Risk Management
* Policies Implementation/Training & Development Skills
* Qualitative and Quantitative Policy Analysis
 | * Expertise in Financial Business Operations Management
* Project Management & Business Feasibility Studies
* Transactional Accounting/Business Planning & Analysis
* Capital Expenditure, Financial Statement & Cost Control
* Portfolio Management/Cash Flow & Asset Management
* Confident - Divergent and Out of the Box Thinking
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| **Educational Qualification** |

**Master's Degree in Business Administration –** *University of Leicester, UK* **2009**

**Chartered Accountant –** *Institute of Chartered Accountant of India* **1998**

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| **Career Progression**  |

**Head of Finance Shared Services –** *Al Naboodah Group Enterprises, Dubai* **May 2018 – Present**

**Financial Controller/Finance Shared Services –** *Al Tayer Group, Dubai* **May 2012 – Apr 2018**

**Financial Controller –** *Al Tayer Trends LLC, Al Tayer Group* **Apr 2008 – May 2012**

**Financial Manager –** *Areej (Al Tayer Group), Dubai* **2001 – 2003**

**Financial Manager –** *Beauty Division (Al Tayer Group), Dubai* **2004 – 2008**

**Assistant CFO –** *Must Garment Ltd., Hong Kong* **2000 – 2001**

**Finance Manager –** *Elekta Group (India, Hong Kong, Japan & Dubai)* **1996 – 2000**

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| **Professional Attributes**  |

* Expertise in devising finance systems & policies and contributing towards improved financial performance, heightened productivity and enhanced internal controls.
* Adept in preparing annual budget, quarterly & monthly forecast & performance report, analysis of variances with targeted figures.
* Prowess in monitoring cash flow, reviewing the cash position, forecast funds required for various expenses and liaises with banks / financial institutions for funds generation.
* Keen communicator with the ability to relate to people across all hierarchical levels, liaising with various organizations & forging strong relationships with Auditors, banks / financial institutions and Senior Management.
* Well versed in managing Accounts/Finance functions, expertise in preparation of accounts ensuring accounting standards. Hands-on experience in performing various financial feasibility studies for new projects.
* Recognized project management skills, consistently deliver complex projects on time and within budget.
* Proficient in managing the entire day to day financial & accounting operations including Finalization of monthly Financials & Annual accounts and preparing reports thereon.

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| **Areas of Expertise**  |

**Finance Director/Head of Finance Management**

* Formulate a timely and accurate financial statement and reports that are appropriate for the users and in accordance with generally accepted accounting principles (GAAP).
* Ensure that all statutory requirements of the organization are met including Withholding Payments, Goods & Services.
* Prepare all supporting information for the annual audit and liaise with the Board's Audit Committee and the external auditors as necessary. Reconcile bank and investment accounts.
* Develop and maintain financial accounting systems for cash management, accounts payable, accounts receivable, credit control, and petty cash. Review monthly results and implement monthly variance reporting
* Manage the cash flow and prepare cash flow forecasts in accordance with policy.

***Project Management Accounting***

* Maintain financial records for each project in a manner that facilitates management reports. Provide accurate and timely reporting on the financial activity of individual projects.
* Ensure that accurate and timely financial statements are prepared in accordance with contract agreements with funders.

***Budget Preparation***

* Establish guidelines for budget and forecast preparation and prepare the annual budget in consultation with the Executive Director and Treasurer and/or Finance Committee. Assist Program Directors and Project Managers with the preparation of budgets for funding applications.

***Risk Management***

* Monitor risk management policies and procedures to ensure that program and organizational risks are minimized.
* Advise the organization's leadership on appropriate insurance coverage for the organization and the Board of Directors.
* Negotiate with Bank for lines of credit or other financial services as required and appropriate.

***Accounting Management***

* Provide leadership, direction, and training to assistants/juniors on accounting systems, MIS reporting, reconciliation of bank statements, allocation of debtors’ accounts and balancing vendor payments.
* Identify the variances between online accounting systems of the principals with the in-house accounting systems and rectify errors accordingly. Generate report on KPI and submit to management also to the principals.

***Audit Management***

* Expertise in conducting statutory audits and limited scope reviews covering all major areas of financial statements prepared within the standard format of International Financial Reporting System.
* Work alongside with Auditors during the consolidation of group accounts plus attend to the statutory-internal audit. Address to the queries on costing raised by the principals’ office.

**Head of Finance – Shared Service**

* Establish the strategy for the shared services department, including leading and managing financial shared services function and overseeing the operation of the current shared services footprint, which is comprised of accounts payable, travel and expense management, credit, collections and chargebacks, and payroll.
* Ensure teams are measured and held accountable to key performance metrics. Leverage dashboards, improve reporting and processes, and benchmark shared service departments to continue to evolve the department.
* Ensure effective communication between HR, Operations, Finance, and other departments regarding any change and impact on associates or the business.

***Payroll Operations***

* Lead the Company’s strategic direction and administration of the entire payroll processes for all employees. Develop and implement internal controls that will safeguard company assets and all confidential information.
* Create a strategic plan for the production & distribution of all employee tax statements & notifications (W-2s, T-4s, etc.)
* Lead tax and regulatory reporting for the quarter and year-end payroll activities including; wage/hour laws, unemployment, and all other required submissions that vary locally.
* Provide vision, leadership, planning, project coordination and management for the design and development of cost-effective programs, products & services while facilitating efficient operations to support current & future business needs.

***General Accounting***

* Oversee the complete monthly, quarterly, and annual closing process. Maintain accurate books and records. Ensure the accounting and reporting for initiatives are complete and accurate.
* Develop implementation strategy of process improvement opportunities. Perform analytical review of information provided to Corporate Accounting used for journal entries, balance sheet reconciliations and external financial reporting.

***Credit, Collections and Claims/Chargebacks Operations***

* Ensure receivables/cash is collected timely and applied to receivables. Establish credit terms for customers and ensure sound financial disciplines.
* Investigate chargebacks timely and maximize recoveries. Develop strong relationships with DCs, order management logistics, treasury, and accounting.

***Accounts Payable & Administration***

* Ensure vendor payments and employee reimbursements are issued in a timely, efficient manner in accordance with internal and external policies and procedures.
* Maintain and update Travel policy; ensure training and compliance with policy, ensure the team delivers monthly expense reporting. Manage chart of authority and approval to pay limits. Ensure compliance with escheatment rules.

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| **Job Performed & Achievements**  |

**Head of Finance Shared Services –** *Al Naboodah Group Enterprises is one of the leading Multinational Company in UAE focusing on civil engineering, building, and MEP, as well as representing a diverse portfolio of global brands in the transportation, travel, electrical and furniture and fit-out arenas.*

* Lead and direct a team of 63 staff plus 4 employees reporting direct as well as overseeing VAT. Contributed to Business acceleration project as a segment head of Finance Shared Services.
* Formulated financial policy compliance within the Finance Shared Services. Contributed to any optimization projects identified by the group.
* Efficiently handled business process improvement exercise whereby changes were brought into existing processes.
* Ensured to comply with Accounting Standards (IAS/IFRS), preparing various financial statements & analysis such as expenses. Liaised with various departments to ensure that all financial/accounts related information are provided in a timely manner.

***Key Significant Contributions:***

* Spearheaded the structuring of Finance Shared Services (FSS). Established the document control office (Construction and Commercial Vehicles Segment). Lead the Implementation of (7 habits in FSS).
* Orchestrated the design and execution of FSS (Retail Division) and structural efficiency within FSS to reduce the cost of the transaction. Directed various projects such as selection and using resources optimally.
* Remarkably enhance cost savings proposal projects (Restructuring & Acquisition, Proposals-Luxury Retail).
* Formulated the design participation and implementation of ERP (JDE Edwards, Oracle - Group).
* Successfully reduced cost efficiency through ECM (Enterprise Content Management) implementation.
* Accomplished 1/3rd process compression projects leading to 30% saving in processing costs.
* Played a vital role in Change Manager for (FSS Implementation and Treasury Management System).

**Financial Controller/Finance Shared Services –** *Al Tayer Group has successfully introduced more than 80 brands to the Middle East in the areas of automotive and retail. In addition, Al Tayer Group operates quality-focused businesses in perfumes and cosmetics distribution, engineering as well as interiors contracting.*

* ***Enterprise Content Management*** – Lead the implementation of (Automation Liabilities, Archival, Cash expense & Management-paper less). Formulated structural re-design to reduce cost of transaction processing & increase efficiency.
* ***Talent Management*** – Implemented leadership learning’s of (7 Habits) across Finance Shared Service.
* ***Lead Support*** – Lead the Finance Shared Service on Treasury Management System implementation.
* Implemented the project for online payments (Electronic Funds Transfer and use of Virtual cards).
* Developed a wide policy & procedures along with one of the Big 5. Implemented process for compression projects.

***Key Significant Contributions:***

* Lead and direct Finance Shared Services. Oversee 55 plus company’s accounting and transaction processing for approximately (AED 3.5 Billion).
* Directed and monitor a team of approximately 50 employees and 4 team member reporting directly to me.
* Spearheaded the implementation of JD Edwards and VAT implementation for Finance Shared Services.
* Formulated FSS Budgets using cost drivers and applying equivalency factors across all companies. This is the pioneered system ever to used in Al Tayer & used as a model to work out cost base on one of our expansion projects.

**Financial Controller –** *Al Tayer Trends LLC represents 17 brands across its four divisions (Food & Beverage, Beauty, Home, and Fashion, which reflect the diverse segments of the business). Portfolio of brands includes (Areej, Missha, Bobbi Brown, Korres, Gap, Banana republic, Mamas & Papas, @home, Penhaligon, Caron, Crate and Barrel, L’Artisan, Diptyque, More Café, Cosi, Caffè Nero, and Galler). Al Tayer Trends operates over 130 stores across Bahrain, KSA, Kuwait, Oman, Qatar and UAE and has a turnover of (AED 1 Billion Dirham).*

* Established a robust performance review dashboard incorporating KPI’s which provided timely awareness of the company's performance versus set targets. Effectively manage business acquisition proposals.
* Worked as part of Change Management Group ensuring seamless implementation of Finance Shared Services.

***Key Significant Contributions:***

* Instrumental in the implementation of ERP, financial planning, budgeting, forecasting & business intelligence solutions in the companies. Implemented Shared Financial Service structure for Al Tayer Trends Division.
* Spearheaded change management role in the implementation of Oracle as well as the group level consolidation of Finance Shared Services.

**Financial Manager –** *Areej-Beauty Division, Al Tayer Group), Dubai*

* Formulated financial decision making within Beauty division & optimized Fund Management.
* Supported Senior Management in conducting the financial feasibility study, risk analysis & investment appraisals.
* Prepared and presented Beauty Division’s financial budgets to the Board of Directors. Participated in contract negotiations and in inventory management process.
* Analyzed and reported factors affecting/ influencing business performance. Extrapolate trends and forecasts by use of suitable business/ finance models.

**Assistant CFO –** *Must Garment Ltd., is a manufactures & suppliers’ high-quality garment to some of the top brands in the US & European market. Factories operating in Hong Kong, UK, USA, China, Bangladesh, Vietnam, Egypt & Bahrain*

* Responsible for cash the flow management of all Factories. Effectively managed branch accounts of overseas. Companies. Involved in designing in-house accounting software and implement it in all subsidiary companies.

**Finance Manager –** *Elekta Group (India, Hong Kong, Japan & Dubai)*

* Involved in the rollout of accounting software in all subsidiary companies in Japan, Hong Kong, and Dubai.
* Assisted Finance Director of Japan, Hong Kong, and Dubai operations in finalization of annual accounts and audits.
* Provided assistance in the company liquidation process of Hong Kong operation.

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| **I.T Proficiency**  |

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* Proficient in MS Office application (Word, Excel, PowerPoint, Email application & Internet).
* Knowledgeable with ERP, JDE, Oracle, EPICOR and HCM.

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| **Personal Details**  |

Nationality : Indian

Date of Birth : 25th Jun 1972

Marital Status : Married

Visa Status : Employment

Languages : English, Hindi

Driving License : UAE Driving License

Reference : Available upon request