# Anuraj

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# SUMMARY

**QUALIFIED AUDITOR** currently heading internal audit department for Middle East and India with over 12 years of experience in internal, statutory, bank, operational auditing, ISO certification, process enhancement, loss containment, risk mitigation and fraud investigation. Recognized for enterprise first attitude, leadership & people management skills.

# HIGHLIGHTS

* Planned and supervised risk-based audits across departments in compliance with organizational objectives.
* Expertise in identifying financial, operational and compliance related control weaknesses and formulating recommendations to improve the company's control environment.
* Managed and ensured professional growth, optimum deployment and performance management for audit team members.
* Solid understanding of audit practices –risk identification & mitigation, fraud investigation, compliance, process evaluation.

# ACCOMPLISHMENTS

* Developed and implemented a whistle blower framework at my current organization.
* Investigated, concluded and provided recommendations in several fraud investigations.
* Implemented a new electronic system to automate and standardize audit work papers and documentation.
* Effective balancing between long term and short term priorities, coordinating multiple projects to meet deadlines.
* Addressed “Retail Loss Prevention & Profit Protection ME” forum as a spokesperson on “Data Analytics” topic as an audit expert.

# Professional Experience

**Jumbo Electronics Co. Ltd (LLC)**

**Manager – Internal Audit (From Nov 2014 till date)**

Direct the Internal Audit Department of a billion $ consumer electronics group for the region. Report directly to the Audit Committee of the Board of Directors.

**CORE**

* Design and implement Risk based internal audit plans and programs (operational and financial).
* Drive, finalise and monitor annual budget for the Internal Audit Department.
* Implemented risk Managing Corporate Risk Register and keeping it updated to latest developments.
* Coordinate with external auditors, and other control functions to avoid duplication of effort and increase audit coverage.
* Deliver process enhancements via extensive reviews of financial, operational, and IT internal controls to ensure adequacy and effectiveness.
* External Certification – Coordinate and manage ISO audit certification and perform QMS reviews for the Group.
* Reviewing the adequacy and effectiveness of the company’s process for the identification of risk and its management.

**SENIOR MANAGEMENT & BUSINESS ENGAGEMENT**

* Issue & Present reports, findings and recommendations of audit work to the Audit Committee and Board.
* Proactively advise the Chairman, CEO and key Senior Management on business risks and opportunities.
* Perform investigations and special projects at the request of senior management and the Audit Committee.
* Recommend changes in policies or procedures to increase efficiency of operations or to safeguards organisational assets.

**LEADING THE TEAM**

* Optimize team structure and align responsibility of the department to deliver more and effective audits.
* Establish and continuously shadow through annual performance and development goals for the department.

**IMPROVEMENT INITIATIVES**

* Established policies and procedures for the auditing activity through the creation of an Internal Audit Charter.
* Developed a co-sourcing arrangement with external auditors to conduct internal audits.

**KPMG, Dubai**

**Audit Supervisor (Aug 2008 to Nov 2014)**

Managed 20 plus statutory audits and reviews in a year for diversified clients such as oil & gas, retail, manufacturing, travel, chemicals, automobiles, food & beverages among others from initial client engagement to completion and issuance of reports.

* Responsible for evaluating qualitative and quantitative industry and business risks and developing the engagement approach for the same.
* Responsible for ensuring the conformity to IFRS regulations and educating client with regards to new pronouncements, interpretation and application of International Accounting standards and IFRS.
* Analyzing the financial & operational KPI’s of the Client and presenting a comparison with Industry Benchmarks to Top Management.
* Overseeing the preparation & finalisation of Consolidation of Group accounts.
* Preparation of Final Audit Report and the Financial Statement as per International Reporting Standards, Management reports, Board presentations and Issue memorandums.
* Advising clients on accounting and industry developments; recommended improvements to the presentation of financial statements; proposed business performance improvement initiatives through Board presentations.
* Reviewing Financial Reporting, Analysis, Capital Budgeting Decisions, Monthly Budgets & Year Plans and related activities for clients and presenting variance analysis to higher management.

**Companies Audited:**

BASF; GE Oil & Gas; MAF – Carrefour; Al Tayer Group; Easa Al Saleh Gurg; Consilium; UNIKAI

**HDFC Bank Limited, India**

***Assistant Manager - Audit and Compliance (Feb 2007 to July 2008)***

* Checking and enforcing compliance to bank’s policies like - KYC and AML etc.
* Conducted detailed audit of retail branches to check and their daily operations, including following key areas:
	+ - Cash Management,
		- Large Transaction Monitoring and reporting to RBI desk.
		- Suspense Monitoring of branch internal dummy, cheque dummy, salary dummy, CBDT dummy, Sales Tax dummy accounts.

# PRE QUALIFICATION EXPERIENCE

**AUDIT FIRMS: M/s S.P.Chopra & Co. & M/s K.M.Agarwal & Co**

***Audit Assistant (Nov 2003 to Jan 2007)***

* Independently handled various Statutory audits, Internal audits and Due diligence reviews.
* Identified internal control loop holes and suggested improvements in process and reporting for Clients operations.
* Analyzed Information & Internal accounting controls, Business processes and new systems, Assisted in the assessment and management of business and risk, and provided bottom-line oriented solutions.
* Gained valuable exposure in the field of:

**\*** Oversaw Contracts **\*** Fixed Asset accounting **\*** Works engineering

**\*** Budget Management **\*** Sales tax & Excise Matters **\*** Inventory Control

**\*** Audit Committee Presentations **\*** Corporate Governance **\*** Due Diligence

# PROFESSIONAL AFFILIATIONS

* Member of Dubai Chapter of Institute of Chartered Accountant of India – Since 2008

# Education

* **M.Com** from Annamalai University, India 2005
* **B.Com (Hons.)** from P.G.D.A.V College (Delhi University) 2003