**KUNAL**



**E-Mail** kunal-394213@2freemail.com



**MY CAREER OBJECTIVES**

Effectively utilize my acquired knowledge, creative talent and commitment to excel in an analytical and challenging work environment by performing consistently to meet the organization**’**s expectations, achieve career growth, enhance my capabilities and professional knowledge.



**PROFESSIONAL SUMMARY**

**Association of Chartered Certified Accountant (ACCA) Member** with four years of experience in the area of **Internal, Statutory and Bank Concurrent Audit** comprising of Project Management review & Assurance,Operational Audit, Setting up Internal Financial Control, Project Risk Assessments and Special Investigations on various types of projects and processes in Banks, Public and Private limited companies and other service sectors.

Good at communication, presentation, analytical and creative problem-solving skills. Well organized, efficient and able leader.

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|  | **MY PROFESSIONAL AND ACADEMIC QUALIFICATIONS** |  |  |  |
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|  | **Qualification** | **Institute** | **Year** |  | **Results / Achievements** |  |  |
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|  | **ACCA** | **ACCA (Association of Chartered** | **2019** |  | **** | Qualified |  |  |
|  |  |  |  | **Certified Accountant)** |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **Post Graduate – Finance &** | **Rashtrasant Tukadoji Maharaj Nagpur** |  |  |  |  |  |  |
|  | **Commerce** | **University** | **2016** |  | **** | CGPA 8.0 (A grade) |  |  |
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|  | **Graduation – Commerce** | **Rashtrasant Tukadoji Maharaj Nagpur** |  |  |  |  |  |  |
|  |  |  |  | **University** | **2014** |  | **** | (A grade) |  |  |
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|  | **12th (C.B.S.E)** | **Montfort School, Nagpur** |  |  | **** | CGPA 7.0 |  |  |
|  |  |  |  |  |  |  |  | **2011** |  |  |  |
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|  | **10th (C.B.S.E)** | **Modern School, Nagpur** | **2009** |  | **** | CGPA 7.5 |  |  |
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**SKILLS**

* Proficient in all components of Microsoft Office, particularly Word& Excel.
* Hands on experience using Tally.
* Good analytical skills.

**INTERESTS**

* Playing Chess
* Playing Snooker
* Swimming
* Listening Music.

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**MY PROFESSIONAL EXPERIENCE**

**India (Nagpur)**

**Job Post: Associate Assistant** (Duration: 4th June 2013 -31th July 2014)

**Audit Associate** (Duration: 1stAugust 2014 **–** 3rdAugust 2015)

One of the most renowned firm in Project Management review &Assurance, and provides all chartered accountant services relating to Accounting, Auditing and Income Tax.

**India (Bangalore)**

**Job post**: **Account Associate** (Duration: 5thJan 2017 **–** 24thJune 2017)

**One of the top 50 CA firms in Bangalore**

They provide one of the best chartered accountant services related to Accounting, Statutory auditing, Internal and Management auditing, Income Tax, Financial services and company law matters.

**India (Bangalore)**

**Job Post**: **Audit Senior** (Duration: 26thJune 2017 **–** 30thOctober 2018)

**One of the top 30 CA firms in Bangalore and the head office is one of the most renowned firm of Mangalore**

They also provide the best chartered accountant services but specialized in Bank Audits, Concurrent Audits, Statutory and Internal Audits and Financial Modeling.

**Job Role**: Preparation of monthly, quarterly, semi-annual or annual budget, accounting and financialreporting including projections and execution of Audit assignments as part of the Annual Audit Plan comprising of various Compliance, Assurance, Operations, Project Management review, Information system review and Special assignments as assigned.

**Responsibilities include:**

**Project Management Review & Assurance:** that includes the following of the ongoing projects identified aspart of the Annual Audit plan in coordination with technical team (Engineers from various disciplines).

* Financial management including Budgeting, Invoicing, cash flow etc.
* Project risk assessment and mitigation process.
* Contract management including change management.
* Planning & Resources (Manpower, Material, Subcontract and Plant) Management.

**Operational Audits –** Thorough review of existing key processes identified in the Annual Audit plan by:

* Evaluating the efficacy of controls, suggesting corrective actions for the identified control gaps / lapses.
* Ensure compliance with Policies, Procedures and other applicable statutory regulations.
* Promoting operational efficiencies and identify cost-saving opportunities, if any.
* Suggesting best practices for process improvements.

**Set up of Internal Financial Control**- After the deficiencies identified in the internal control suggesting theappropriate action (i.e. the transaction trail, audit trail) to reduce the gaps/lapses.

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**ACHIEVEMENT**

* Gold medalist in state chess championship
* Represented **MAHARASHTRA STATE** for **Republic** **day Parade (RAJPATH).**
* Awarded the **BEST CADET** award in **NCC (Air Wing)**.
* Won many state and national level dance competitions.



**DECLARATION**

**PERSONAL**

Date of birth : August 23,1992

Gender : Male

Nationality : Indian

Languages : English, Hindi and Sindhi

Marital status : Single

References : to be furnished upon request

I hereby declare that the information provided is true to the best of my knowledge.

Date:

Place: Dubai Kunal

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