

AHIJIT DEY



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PAN - AJUPDO502D

Last Qualification - **MBA - Finance**

FINANCE & COMMERCIAL PROFESSIONAL

Seeking challenging assignments in Accounts / Finance Operations / Internal Audit and merge into a dynamic globally focused organization that will strategically utilize my existing skill sets while providing opportunities to amalgamate personal enrichment with professional goals

PROFILE

- ⇒ A seasoned **Finance & Accounting Professional** with over **(EIGHT YEARS)** years experience in the development & implementation of strategic financial plans/policies for organizational growth.
- ⇒ In depth exposure to all aspects of finance, accounts, statutory compliance, costing, MIS, taxation, and, project finance related functions and proven ability in designing & implementing systems/ procedures for cost savings and enhancing overall efficiency.
- ⇒ **Professional record demonstrates** well-honed expertise in finalizing and preparing detailed Financial / Accounts Statements, Profitability Statements and finalization of Balance Sheet of the Organization.
- ⇒ Hands on experience in maintaining daily **Accounting & Financial transaction**, and Accounts Reconciliation in compliance with various guidelines & accounting standards as per the company policies.
- ⇒ Hands on experiencing in establishing the financial system from scratch and providing strong support in setting up the entire business operations.
- ⇒ Acknowledged strengths in **using SAP R/3 system, completed full life cycle of SAP 3.1H & SAP 4.6C, SAP 6.2 SD, FI, MM - Module, Tally 7.2 version & bank audit.**
- ⇒ Hold the credentials for handling entire Tanneries dealings with Government of West Bengal, Pollution Control Board and Directorate of Industries.

Core Competencies

Financial Management Accounts & Audits Taxation & Compliance Commercial/Administrative Functions Distribution Management

PROFESSIONAL EXPERIENCE

Emami Limited - Joined on 1st of June; 2010 as Senior Audit Officer (CTC- Rs. 3.21 Lakh).

- Working in SAP environment - FICO, MM, PP, MM.

Audit of Group Companies. - FMCG, Construction, Agriculture, Oil Refinery etc.

Specially Trained from Earnest & Young Audit Firm.

Shriram Transport Finance Co. Ltd. (Shriram Group of Companies)
Senior Executive

1st Nov'2006 To 31st May2010

Finance: Overseeing financial & budgetary planning; forecasting; cash flow analysis & risk management; effective funds management; financial discipline & optimising resource utilisation.

Accounts: Evolve and lay down accounting policies and principles and other tracking systems for various functional areas; compliance with accounting standards & procedures; reconciliation of various accounts & finalisation of accounts within time bound schedules. Fund Management, Expenses Control.

Audits & Control: Designing internal controls and quality audit checks; conducting internal & statutory audits; verification of operational efficiency levels; evaluating internal control systems; and implementing necessary recommendations.

MIS: Set-up internal reporting system and prepare MIS reports for monitoring movement of key business indicators to facilitate decision making and fruitful dissemination of information.

Taxation & Compliance: Developing tax structure and systems for assessment of tax liabilities in compliance with tax laws and effective tax planning to avail maximum benefits.

Commercial/Administrative Functions: Handling imports/ exports, logistics/ insurance related documentation & formalities and ensuring effective management of day-to-day office administration.

Statutory Compliance: Ensuring due compliance with statutory requirements and handling the relevant Statutory Records and documentation for approvals.

Liaison: BRS/Fund Management/Disbursement of Loan/MIS/COLLECTION MANAGEMENT/VEHICLE DOCUMENTS CHECKING/CREDIT & RISK MANAGEMENT

PREVIOUS WORK RECORD

Calcutta Leather Complex Tanners' Association (CLCTA) Nov'2005 till Oct' 2006
Administrative Accountant - Preparation and finalization of Accounts, and Procurement of Chemical etc for tanneries.

Bio-Drug Laboratories Pvt Ltd (Pharmaceuticals Company) 14/05/2005 to 31/10/2005
Assistant Accountant

SAP Agency Pvt Ltd, (C & F of Ranbaxy Laboratories Ltd.) 13/04/2003 to 14/05/2005
Claim settlement, Customer Relationship, in charge of Computer Dept

T. K. Saha & Associates Three Years
Articleship (Chartered Accountants' Firm)

ACADEMIC AND PROFESSIONAL CREDENTIALS

MASTER OF BUSINESS ADMINISTRATION - (MBA - Finance) - 2007
Sikkim Manipal University - 74.00%

BACHELOR OF COMMERCE (H) - 1999
Calcutta University - 51%

FA-PRO (Good command over Ms Office, Tally 5.4, 6.3, 7.2. Fact 11.2, Ex-gen, Accord,) - FINANCIAL ACCOUNTING
Brainware Consultancy Pvt Ltd.

ADDITIONAL INFORMATION

Date of Birth: 17th January' 1977; **Passport No:** ;

Date :- 17/05/2013

Place :- Kolkata

Signature.