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| Accounting Operations |

Key Skills

Strategic Planning

Accounting and Analytical Skills

SAP-ECC.6 VERSION/S4 HANA

Collections & Recovery Management

Credit Management

Accounts Receivable

Cash Flow

Accounts Reconciliation

Statutory Compliance

MIS Reporting & Documentation

Monitor doubtful doubts

Accurate Record keeping

Statutory & Internal Audits

Customer Insight

Team Building & Leadership

Soft Skills

 Change Agent

 Collaborator

 Decision Maker

 Innovator

 Problem Solver

 Planner



Profile Summary

- ➔ **Performance-driven professional with 18 years** of rich & extensive experience in handling Credit & Collection, Accounts receivable (Order to cash), Credit Management and actively involved in the AR financing
- ➔ Immense success in preparing MIS reports to provide feedback to management on financial performance, viz. monthly profitability, age-wise analysis of debtors as per the requirement of management
- ➔ **SAP (FI & SD) Module leader** during the GST transition period & explained tax consultants of sales accounting model
- ➔ **Pivotal in monitoring indirect taxation compliance** such as GST, Central Excise, State VAT, State Professional Tax
- ➔ **Identify, analyze, mitigate and prevent Revenue Leakage**
- ➔ Experience in devising & implementing various innovative **Credit & collection processes/procedures**
- ➔ Excels in accounting functions in co-ordination with internal/ external departments for smooth financial operations
- ➔ **People Leader**, who has successfully led and motivated teams in cross-cultural environment towards growth and success in the organization; created a clear & compelling view of future through coaching and execution
- ➔ **A strategist** with recognized proficiency in spearheading business to accomplish corporate plans and goals successfully



Education

- ➔ **2007: M.Com.** from University of Mumbai
- ➔ **2005: B.Com.** from University of Mumbai



Certifications

- ➔ Certificate from State Government in program of MSCIT (Maharashtra State Certificate in Information Technology)
- ➔ Diploma course in Web Designing, National Computer Institute, Mumbai
- ➔ Tally Version 6.3 with Accounting structures, National Computer Institute Mumbai



Career Timeline

Nov'06 to Dec'10 with Ador Welding Limited, Mumbai

Dec'10 to Oct'21 with LG Polymers India Pvt. Ltd, Mumbai

Dec'21 to Jul'22 with Linavtec India Pvt. Ltd., Mumbai

Aug'22 to Jul'24 with Escon Elevators Pvt. Ltd., Navi Mumbai

Since Jul'24 with TruAlt Bioenergy Ltd, Bengaluru

⇒ Employment Details

Since Jul'24 with TruAlt Bioenergy Ltd., Bengaluru
Presently designated as Sr. Manager –Accounts Receivable

Role:

- ⇒ **Conduct credit analysis** of new customer accounts and oversee setup in SAP-ERP
- ⇒ Involve in Team Building & managing 10 members and proper assigning of work
- ⇒ **Respond timely and appropriately to internal and external customer e-mails**
- ⇒ **Manage full billing cycle** such as Accounting payment receipts, adjustments and clearing of invoices
- ⇒ Accounts receivable month end closing completions, journal entries, internal & external reconciliation of 5 units.
- ⇒ Work closely on the **development of A/R project requirements for the SAP ECC.6.0 version to SAP S/4 Hana** Accounting software conversions
- ⇒ Train new team members and subordinates in the Full order to Cash Cycle process of SAP & Functions & in AR Management
- ⇒ Developed an external Accounting Dashboard to provide critical A/R information's to Management and the CFO
- ⇒ Processing Credit Applications and Credit Limits and updating in SAP
- ⇒ **Conduct Periodic review meetings** to discuss on the issue **related to cash flow** and to smoothen
- ⇒ Customer payment analysis, tracking and updating daily collections
- ⇒ Interacting daily with Treasury department and ensure the bank statement are collected and reconciled with the customer payments and properly accounted on time
- ⇒ Support and handle Audits
- ⇒ Ensure all documents are properly filed and placed in order for quick reference.

Highlights:

- ⇒ **Improved the Credit Limit sanction process** by systematically setting the Credit Analysis report & Approvals
- ⇒ **Implemented and designed customized report of Customer Balance Confirmation in SAP S/4 Hana**

Aug'22 to Jul'24 with Escon Elevators Pvt. Ltd., Navi Mumbai, Maharashtra
Manager -Accounts Receivable

Role:

- ⇒ **Forecasted the monthly Cash flow** and customer insight as well as business information.
- ⇒ Experienced working with Treasury and Legal departments on all factoring negotiations and contracts
- ⇒ Adopted various measures to **identify, analyze, mitigate and prevent Revenue Leakage**
- ⇒ **Reconciled daily AR ledger** and verified proper posting. **Resolve posting conflicts and payment application issues**
- ⇒ **Reviewed customers Debit notes and Credit notes** and proper accounting of the same
- ⇒ Obtained information required to process the order (user data, product referencedetails, installation details, exchange requests, billing dates, sales codes, billingaccount contacts)
- ⇒ **Interacted with treasury team** on regular basis related to the banking, customer payments and others
- ⇒ **Negotiated directly with external customers**, to identify solutions and resolve issues which negatively impacted any aspect of the order to cash cycle
- ⇒ **Interacted with manufacturing, various service groups, marketing**, and finance, engineering, sales, and shipping to resolve all issues
- ⇒ **Checked & Verified LC for discounting** of bills & BG and timely processing with bank for smooth cash flow
- ⇒ Done **monthly Reconciliation with Purchase Order, Contract and payment receipt**

Highlights:

- ⇒ Played a key role in **improving the collections** and achieved average collection of Rs. 10 crores monthly in company history
- ⇒ **Led a team strength of 15 members** as a Team Leader- Accounts receivable
- ⇒ Achieved **record collection in March'2023 of Rs. 15 crores** (First time since inception of the company)
- ⇒ Implemented SOP's related to AR Management which improved the cash flow of the company

Dec'21 to Jul'22 with Linvatec India Pvt. Ltd. (Conmed Corporation) Mumbai, Maharashtra
Sr. Finance Analyst – Accounts Receivable

Role:

- ⇒ **Monitored Daily Credit limit** of Customers and Collection for Billing support
- ⇒ **Implemented the Credit Policy of the company** and the monthly Cash flow and customer insight as well as business information
- ⇒ **Review customers Debit notes and Credit notes** and proper accounting of the same
- ⇒ Verification of Monthly Physical stock and prepared monthly stock statement and closing stock statment
- ⇒ **Evaluated existing policy and suggested to mitigate commercial risk**
- ⇒ Daily monitoring of customers credit limit and holding credit limit for overdue payments
- ⇒ **Review and analyse customer outstanding ageing** & see that necessary action been taken for recovery.
- ⇒ **Supported in internal & External Audits** and maintained proper documents as per Statutory compliances

Highlights:

- ⇒ Played a key role in **improving DSO from 210 days to 60 days** and was appreciated for the tremendous achievement

Dec'10 to Oct'21 with LG Polymers India Pvt. Ltd.(LG Chem), Mumbai, India
Deputy Manager – Accounts



Role:

- ☞ **Instituted & executed high-level accounting activities**, making decisions and overcoming complex business challenges using experience-backed judgment, strong work ethics and irreproachable integrity
- ☞ **Collaborated with:**
 - **Client & stakeholders** while keeping them informed of progress & issues in order to manage expectations on all requirements and deliverables
 - **Insurance Company** for Material Insurance claim
 - Departments on Accounts receivable ageing and escalate past due items appropriately
- ☞ **Created & sustained a dynamic environment** that fosters the development opportunities and motivates the high performance amongst the accounts receivable office personnel of 6 members, which include work allocation, training and problem resolution, evaluate performance and make recommendations.
- ☞ **Worked on training and developing Accounting Associates** and ensuring accuracy of work
- ☞ Directed operations of the billing department, payments accounting, Accounts receivable follow-up, and reimbursement Management
- ☞ Steered efforts in:
 - **Granting credit limits and terms**
 - **Ascertaining activities of the billing operations are conducted** in a manner that is consistent with overall department protocol
 - Coordinating approval process of all Accounts payable invoices
- ☞ Monitored the End of Month, End of Quarter, and End of Year A/R closings and financial audits
- ☞ Coordinated collection activity for past due accounts and reconciling customer accounts statement and provide ledger
- ☞ Reviewed, prepared and analysed accounts receivable ageing reports and followed on with clients on delinquent accounts
- ☞ Attended to Government notices and assessments from Sales Tax Department and resolving officer queries
- ☞ Ensured effective preparation of:
 - Invoices and submitted to payers
 - Sales adjustments
- ☞ Coded the general ledger and processed vendor invoice payments

Highlights:

- ☞ **SAP (FI & SD) Module leader** during the GST transition period & explained tax consultants of sales accounting model
- ☞ **Trained the new joiners the SAP functions and explained the Transaction codes on Pan India basis**
- ☞ Played a key role in improving **DSO from 45 days to 15 days** which dramatically improved cash flow
- ☞ Pivotaly assisted in **collection of Rs. 800 Crores plus accounts receivable**

 **Previous Work Experience**

Nov'06 to Dec'10 with Ador Welding Limited, Mumbai, Maharashtra
Officer - Commercial & Accounts

 **Personal Details**

Date of Birth: 21st July 1981
Contact Address: Bhandup, Mumbai – 400078
Passport Number: Z2705644
Languages Known: English, Hindi, Marathi, Tamil and Malayalam