

PROFESSIONAL SUMMARY

- Extensive experience in corporate finance with IT & ITES organizations
- Handling Global finance operations, GAAPs and local compliances
- Balance Sheet analysis & control
- Statutory audits as per INDAS and FRS/ Local GAAPs
- Retirals Trusts Management and related compliances
- Strong analytical ability with business acumen
- Capability to work as a finance business partner with senior management stakeholders
- Consistently nominated as Digital interface SPOC for Finance including ERP implementations
- Working in a multi-cultural environment and at varied locations.

EXPERIENCE

Zensar Technologies Limited – AVP – Finance - April 2011 – Till Date

Pune, India

I. Hire to Retire Process:

- Manage, direct, control and ensure smooth process of the Company's Payroll operations, reimbursements and employee benefits across 20 countries and 25 entities
- Achieved process standardization and governance by integration into a Central Payroll function from a distributed Geo teams with minimal disruption.
- Retirals Management – PF, Gratuity & Super annuation trusts, audits & all related compliances
- Ensure legislative & company internal compliance for payroll and employee benefits.
- Record, analyze and report Payroll and employee benefits including relevant systems updation
- Process Risk control gaps analysis and mitigation
- Security and Data privacy regulations compliant environment
- Reimbursements – Policy based processing and on-time payments
- Balance Sheet Health Reviews

II. Geo Finance Controllership – Africa, Europe, APAC and ME:

- Overseas territory Finance & Accounting Operations, including monthly closures
- Internal, L.R and Statutory Audits and Financials closure as per both Local GAAP and IGAAP/ INDAS requirements, with GAAP adjustments.
- Keeping a close tab on DSO & collections including overall working capital management
- Receivables and Payables management
- Coordinate and own preparation of regulatory reporting and tax filings
- Stakeholder Management - internal and vendors
- Expertise in New LEs setup to BAU operations as well as smooth wind- up of LEs closed down ensuring all regulatory needs met
- Budgeting in close co-ordination with Territory and BU heads
- Monthly Revenue, Cost forecasting and variances review.
- Actively participated in creation of multiple business valuations modelling for external investor transaction
- Financial Analysis, Internal MIS reporting, Resource Optimisation, Deep Dive Profitability analysis at Project and customer level/ Profit and cost centre analysis, Pricing Support.

III. Digital Interface SPOC – Finance:

- Driving modernization of internal systems revamp, RPA implementations for key payroll & reimbursement processes, digitization of reports/ trends thro BI
- Ensuring clear Segregation of Duties and Role Based system access for 100+ Finance team
- Quarterly access reviews from SOD perspective, including building an internal governance tool and ensuring no red flags on ITGC audits
- Acted as Finance SPOC for 2 Major implementations in a span of 10 years -Oracle EBS R12 Implementation and Oracle Fusion Implementation from Requirement Gathering stage till UAT, Data Migration and Post Go-Live Support

IV. Others:

- Mentor team and groom for higher responsibilities along with Providing leadership, direction and management of the finance and accounting team
- Executed a 100-member Finance structure transformation from a traditional Geo-based to Functional structure, facilitating process efficiencies and lean model.
- Develop accounting policies to maintain and strengthen internal controls
- Co-ordinator for Revenue Related IND AS Implementation, including Development of Templates and Questionnaires, Contracts Analysis
- Elected as a Finance Nominee to Shadow Executive Board of the Company for a period of two years involving Group CXO level interactions and presentations

Tata Communications TSL – Asst. Manager - Finance Nov 2008 – April 2011 Pune, India

- **Financial reporting** - Group & Board Reporting Requirements on Monthly and Quarterly Basis Vis-a Vis on Treasury, Consolidation, Related Parties, Borrowings, as well as 20-F requirements on Annual Basis
- **Direct & Indirect Taxes Compliance** - Tax Workings for remittances & Entries on quarterly basis | 10 A, 10AA computation finalization, Audits & Certifications | Income tax returns filings, assessment requirements & Transfer Pricing Audits | Service Tax Compliances
- **Audits** - Internal, L.R and Statutory Audits and Financials closure
- **Working Capital Management** - Monthly, Quarterly Cash Flow Projections & Actuals reporting with Variances
- **Treasury Operations**- Surplus Funds Investment Management in co-ordination with TCL Treasury Team
- **Finance Operations** – Monthly Closure related activities, Financials, Balance Sheet health reviews, monthly MIS reporting
- **Payroll Function** - Overseeing and monitoring Payroll processing, compliant with taxation obligation
- **IFRS Adoption** – Preparation of IFRS Financials | Co-ordinator IFRS Adoption Related Requirements
- **Process Automations and Digital Interface** – Acted as SAP FICO implementation co-ordinator with Central team on Cash management implementations and other changes
- **Other Compliances** - Ensuring and reviewing Softex Compliances & Softex Regularisation with Authorised Dealer | Reviewing PCFC loans availment, documentation and workings

Rest of Career Contour:

| Company | Designation | From | To | Location |
|-----------------------------|------------------------|-------------|-----------|-----------------|
| Winfoware Technologies Ltd | Consultant | Mar'08 | Jul'08 | Bangalore |
| Winfoware Technologies Ltd | Senior Manager-Finance | Apr'07 | Feb'08 | Bangalore |
| World Courier India Pvt Ltd | Manager Finance | Jan'06 | Apr'07 | Bangalore |
| STAR TV Group (Vijay TV) | Asst. Manager-Finance | May'04 | Oct'05 | Chennai |
| Srinivas Fine Arts (P) Ltd | Dy. Manager | Sept'02 | May'04 | Chennai |

Responsibilities included independent handling of the following:

- **F & A Operations** – Monthly Closure related activities, Financials, monthly MIS reporting
- **Financial reporting** -
Periodic Reporting on Balance Sheet, Profitability statements, Cash Flow within prescribed timelines and accuracy | Budgeting and Cash Flow Projections, including Projections to prospective investors | Quarterly reporting on Fixed Assets, Profitability, Leasehold commitments
- **Audits** - Internal, L.R and Statutory Audits and Financials closure
- **Direct, Indirect Taxes & Secretarial Compliances** –
Income Tax - Filing of Returns successfully within due dates, in co-ordination with the auditors | Secretarial /ROC compliances and co-ordinating on shift of registered office from one state to another. | SERVICE TAX, TDS, FBT & other statutory payments –Remittances and returns filing within prescribed due dates | Handling Service tax audits, Income Tax assessments, in coordination with the auditors | Completed Pending Sales Tax Assessments for 3 Assessment Years | Professional Tax, Shops and Establishment Act registrations
- **Working Capital Management** – Cash flow management, Receivables monitoring and Debtors follow up with DSO monitoring
- **Payroll Function** - Overseeing and monitoring Payroll processing, compliant with taxation obligation & records | Personnel administration -HR function for a start-up | Occupational, Health & Safety obligations of Company | Completed pending professional tax assessments for 7 years | Handled, in liason with the Manager-HR, Labour Department & PF compliances
- **Other Compliances** - Setting up the Export Procedure and ensure compliances with Customs, RBI requirements and co-coordinating with bank, clearing agents and other departments for a smooth workflow | Liason with bank and consultants to effect remittances for foreign payments, covered under Section 195 of Income Tax Act, in compliance with applicable statutes
- **Legal and Administration function** – Patent, Trademark and Designs registration, Advertisement, Sales promotion spends co-ordination
- **Property & services management**

| PERSONAL PROFILE | |
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| Professional Qualification: | B.Com (May 2001, Madras University-India), C.A. (May 2002, ICAI) First attempt |
| Year of Birth | : 1981 |
| Marital Status | : Married |
| Nationality | : Indian |