

Manas Ranjan Mishra

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FINANCE PROFESSIONAL

Finance Planning and Analysis • Auditing & Taxation • Accounting Operations

Versatile, high-energy professional, successful in achieving business growth objectives within turnaround & rapid changing environment, targeting challenging assignments in various industries

CORE COMPETENCIES

Core Financing, Business Risk Assessment and Management, Auditing, Treasury, Budgeting, Cost & Project Management.

EDUCATIONAL / PROFESSIONAL EXPERIENCE

Qualification	Institute / University	Month & Year of Passing
Certification Course of Concurrent Audit	The Institute of Chartered Accountants of India	Oct' 18
Chartered Accountancy	The Institute of Chartered Accountants of India	May' 2015
Bachelor Of Science	Fakir Mohan University, Odisha	2003-2006
Intermediate (12 th)	Council of Higher Secondary Education, Odisha	2001-2003
Secondary (Std X)	Board of Secondary Education, odisha	March, 2001

WORK EXPERIENCE

<ul style="list-style-type: none">Executed detailed audit procedures, including reviewing transactions, documents, records, reports and policies and procedures, business processes for accuracy and effectiveness.
<ul style="list-style-type: none">Ensuring compliances with the legal provisions, Accounting and Auditing Pronouncements issued by the ICAI and other legal compliances.
<ul style="list-style-type: none">Finalization of financial statements and analysis thereof.
<ul style="list-style-type: none">Identification of Internal checks and Internal control system for various processes of the clients organization and scope of improvements therein.

Current Work Experience: -

Feb' 18 to till now

Organization: RSA & Co, Kolkata

Work Profile: Practicing as a partner

Role:

- Accountability for overall audit with focus on revenue assurance, statutory compliance, payroll review in addition to traditional areas, and reporting the same to senior partner.
- Drafting and reviewing of compliance with existing internal/process controls, identification of deficiencies thereon and providing recommendations if any through issuing an audit report.
- Review and finalization of financial statements like Balance Sheet and P & L A/c as per Indian GAAP and relevant legislation.
- Preparation of MIS reports for providing basic advisory services to clients in respect of management and finalization of business plan for fixation of multiple years Tariff of Electricity Company.
- Performing Stock audits with a concern to adequate internal controls, procedure for movement of stock, physical stock verification, deviation report and reviewing valuation of closing stock.
- Coordinating with client and preparing presentation for attending hearing of Tariff Petition and Business Plan with making written submissions to the higher authorities.

- TB review of various companies, variance analysis, scrutiny of receivables along with analysis of collection period and statutory compliances by the organizations.

Few Major clients handled:-

Internal Audit of Coal India (NEC), NTPC (Farakka), BSNL (A&N) and Filing of Business Plan and determination of Tariff for UJVNL (Uttarakhand), Chandigarh Electricity Department, A&N Electricity Administration and Lakshadweep Electricity Administration and Annual stock audit of WBTCCL.

Organization: Reliance Commercial Finance Limited

March '17 to November '17

Work Profile: Credit Manager

Role:

- Loan and credit management includes analysis of credit request and approving the same.
- Handling clients by understanding their needs and requirements and certification there on.
- Performing physical verification of stock and valuation there on.
- Review of re-payment structure of client including analysis of long outstanding dues of already availed credit facility and taking necessary action towards collection of the same.
- Negotiation with client and formulation of terms and conditions for the processed credit facilities.

Organization: Ernst & Young LLP

November 2015 – March 2017

Worked as Senior Associate Auditor

Role:

- Preparation of draft financial statements including Balance sheet, Profit and Loss Account and Cash Flow Statement and overall analytical review.
- Review and finalization of financial statements like Balance Sheet and P & L A/c as per Indian GAAP and relevant legislation.
- Working knowledge of IFRS and Indian GAAP.
- Basic knowledge of Data Analytics (e.g. significant account analysis, Preparer map analysis, Process map analysis, Segregation of duties).
- Knowledge of EY Global Audit Methodology.
- Statutory Audit of clients in Middle East Region (UAE).
- Successfully managed and timely archived all the engagements conducted in the tenure.
- Handling multiple audit assignment and assisting the juniors in their work.

Internship: -

Mar' 07 – Sep' 10

J. Pradhan & Co, Chartered Accountants Firm as Articled Assistant

Certain Areas of exposure during internship:

- To prepare Draft and Final Internal Audit Reports with high and medium risk findings for top management.
- Drafting and reviewing of compliance with existing internal/process controls, identification of deficiencies thereon and providing recommendations if any through issuing an audit report.
- Verification of complete payroll process in compliance with all legislations and rules under various applicable acts.
- Performing Stock audits with a concern to adequate internal controls, procedure for movement of stock, physical stock verification, deviation report and reviewing valuation of closing stock.
- Review and finalization of financial statements like Balance Sheet and P & L A/c as per Indian GAAP and relevant legislation.
- Preparation of Auditor's certificate for special purposes, Peer review documentation.
- Dealing with reconciliation of accounts receivable & Payable trial balances with the general ledger control account.

- Participated in the taxation involving carrying out monthly review process to ensure correctness of levy of service tax, payable of tax under reverse charge mechanism, availment of Cenvat Credit and compliance with Indian Tax laws and reporting thereof.
- Successfully managing all commercial aspects which include Sales tax, TDS Returns and Assessments.
- Preparing tax plans and ensuring timely assessment and filing of direct & indirect tax returns, Sales Tax, Service Tax and TDS, in compliance with Statutory Tax Acts.
- Participated in several Due Diligence Audits of Private Limited Companies.

I T SKILLS

- MS Office: Word and Excel
- Operating System: Windows
- Awareness of Software: Tally ERP, SAP
- Working in GAM and all the IT tools which Big4 uses for enhancing the audit processes (like Canvas, case ware etc.).
- Completed 100 hours of IT training program conducted by the ICAI.

PERSONAL DETAILS

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| • Marital Status | - | Married |
| • Languages Known | - | English, Hindi, Oriya & Bengali |
| • Nationality | - | Indian |
| • Passport Details | - | Having valid passport |
| • Address | - | Chennai, Ashok Nagar
600083 |