|  |
| --- |
| **SARADA PRASAD MISHRA****SENIOR MANAGEMENT PROFESSIONAL****Commercial Operations** | **Budgeting & Forecasting |** **Taxation | Audit & Compliance | Logistics Management** **Job Objective** **Profile Summary** |
| **Thought Leader, experienced in establishing consistent and appropriate business practices**, Commercial Contract Management & Indirect Taxation – Custom, Central Excise, Service Tax, Commercial Tax, DGFT & Logistics Management.Experienced in leading the **commercial** **compliances, Logistics Management and licensing planning process** with emphasis on providing reliability in services, reducing costs, improving gross margins, revenue earning capacity and profitability. Designing & implementing systems, policies & procedures to facilitate internal financial and process controls & cost managementLiaised and effective completion of internal, statutory and external audits & Liaisons. Administering tasks related to budget preparation, forecasting revenue & expenses for pricing and developing proposal for new prospects.Facilitating cost effective tendering by providing useful inputs to the Marketing Department and at the execution stage of projects; shared inputs with engineering team for designing the equipment’s in consideration to project location infrastructure & Project Management for achieving the project timeline. Skilled in managing the Commercial & Indirect Taxation – Commercial activities, Tax Planning related to GST/Excise/Service Tax**,** finalization of various returns, Liaising with auditors, tax consultants and Tax authorities.Administered the supply chain function entailing supply methodology & planning, certification, logistic operations (inbound, warehousing, outbound), customer service (order-to-invoice, customer relationship, service strategy) & master data.Drove the project - commercial aspect of project roll-out such as vendor management, vendor payments, commercial negotiations, validation, budgeting, inventory and real estate acquisition.Spearheaded the **manufacturing -** **budgeting & Costing, Accounts** closing, GL Scrutiny, Fund Management, Insurance (GT Policy & EAR Policy), vendor management & payments, commercial negotiations, process validation, inventory management, fixed asset register management & audits.Took control of all **receivables, payable and assets (tangible and intangible),** established a working relationship with bankers, suppliers & workers; negotiated settlements and restructured financial liabilities with bankers, suppliers & statutory agencies.Provided tactical business solutions, developing business continuity plans, procedures & service standards for business excellence. **Academic Details*** Graduate from Berhampur University in 1991
* PGDM from Centre for Research & Education in Advance Management in 1994
* Diploma in Systems Management from Kurukshetra Collage in 1993
* Certificate in Chinese Language from Delhi University 1994
 |

|  |
| --- |
| **Phone:** +91 9810537881**E-Mail:** saradamishra1970@gmail.com **Senior Level Management Professional**Excellence in resolving complex business, financial, statutory and commercial challenges and making high-stakes decisions using experience-backed judgment, strong work ethic and irreproachable integrity with focus on achieving revenue, profit and business growth objectives **Key Skills*** Import & Export and Licensing
* Tax optimization
* Commercial Contract Management
* Board Level Reporting
* Supply Chain Management
* Audits & Taxation
* Compliance Management
* Budgeting & Forecasting
* Accounting & Controllership
* Cost saving initiatives
* Revenue Optimisation
* Cost Optimisation
 |

 |
|  |
|  **Significant Accomplishment across Career*** Successfully managed Sales Tax Assessments, Excise and Service Tax Audits
* Finalized Project Imports 300 number shipment with price variations at Project Import Cell, Mumbai Customs
* Exported supply under DDU (DAP) delivery of complete Hydro Power Project Equipment’s at Canada, USA, Germany, Africa, Philippines, Indonesia, Vietnam, Thailand, Bhutan & Nepal
* Implemented Just in Time inventory
* Completed 30+ number Hydro Electric Turkey Logistics for supply of E&M Equipment’s in USA, CANADA, Europe, India, Africa and South East Asia
* Optimized the road transport cost implemented air suspension trailers in place of hydraulic trailers for < 30 MT fragile cargos and clubbing of cargos by advance planning
* Supervised GST and work instructions to execute in Purchases, Import & Export
* Finalization of SVB in Customs
* Inventory control of Imported components from 60 days to 15 days
* Implemented for service providers payments to 45 days payment cycle from the date of submission of certified Invoices
* Finalization of Project Imports from Mumbai Project Imports Cell for 300 Crore consists of 150 imports shipment with post Price Variation payments
* Implemented Export and Import Checklist and educate all cross functional team ladders in India and circulate & educate to all global location concern members

 **Professional Experiences** **Since Feb’05: Voith Hydro Pvt. Ltd., Noida (A Voith & Siemens Company)****Growth Path:** Assistant General Manger Logistics & Indirect Taxation Dec’15 – 2019Sr. Manager – Logistics & Indirect Taxation Dec’12 – Dec’15Manager – Commercial & Logistics Feb’05-Dec’2012**Apr’95-Jan’05: SUMI Motherson Group, Noida as Department Head - Commercial** **Jan’94- Apr’95: KCC Computer Education as Education Officer** **Key Result Areas:*** Administered:
* Favorable judgement from Sales Tax Tribunal (Ghaziabad, UP) on sales in the course of transit and thereon
* Favorable order from Commissioner Appeal (Chennai) on CENVAT Credit availed by the Co-Manufacture on Imported Raw Material
* Adhering to Input-Output Norms 49% wastages from DGFT
* Confirming Purchase & Sales Modality and Execution of Overseas & Indigenous (Optimization of Taxes and Duties)
* Finalizing Off-Shore & On-Shore Logistics Contracts (Import & Export and Transportation), Planning & Execution of Logistics
* Leading import & export and licensing & drawback, warehouse management, inventory control & valuation of stock & insurance (Transit policy & EAR policy) and settlement of claims
* Defining and implementation of commercial structure to ensure accurate and transparent vendor billing and accounting by putting the rate contracts
* Formulating & implementing internal controls for accurate accounting and payment processing for real estate acquisitions, right of way & others, as per policies
* Building methods of vendor performance and financial data monitoring sufficient for trend analysis, benchmarking and recommendations
* Reviewing the Material management with warehousing operations, monitoring Stock in Transit, review of slow moving & non-moving inventory and consumption booking
* Preparing the Liquidation plans to liquidate advance to vendor, excess project material with vendors& realize recoveries from project vendor
* Driving the process validation (commercial concurrence) of all Work orders, Purchase Orders & contract orders
* Partnering COO of Company driving all the projects for delivery & receivable and ensuring no LD from Project Developers.
* Managing on-timely filling & refund of Tax matters – Sales Tax, Service Tax, Customs, GST; ensuring timely deposit of all statutory dues, filing of returns and their assessment which includes Sale Tax, Service Tax, EPF
* Meeting the State legal department officials / Nodal Officer for registration, to discuss the feasibility and way forward

**Highlights:** * Controlled debtor outstanding from 45+ to 15 days
* Reduced costs by 10% through strict controls, increased efficiencies and better alternatives such as implementing optimized purchase methodology, Controlling the designs at Engineering stage & availing the Govt. Incentives (DBK/ MEIS/ Licenses/Project Imports)
* Provided financial and business management leadership that facilitated growth by availing Govt. Incentives that from NIL to INR 22 Crores in 05 (number) years
* Spearheaded a successful automation project Reporting that resulted in advance planning to Project & site Management team and a significant improvement in customer approval process time
* Prepared and delivered presentations to the Board of Directors and in Germany Management in the subject of “Adherence of Role & Reasonability in Export Business “and educate the all global locations about Imports & Export Methodology from India
* Developed cash forecasting model and instituted a cash management system that positively impacted areas such as Finance and Project Management

 **Recognitions** * Managing Better, Time Management, Being the Professional & Talk the Talk training at VOITH Hydro in 2018 & 2019
* Leadership Essentials training from VOITH GmbH Corporate Human Resources, Heidenheim , Germany in 2012
* Claim Management Practices training from VOITH AG Project Management Institute, Heidenheim , Germany in 2007
* Six Sigma and qualified as BB in Logistics from SCHENKER INDIA in 2004
* Internal Auditor Training Course from BVQI in 2003
 |
| Date of Birth: 28th December 1970Languages Known: English, Hindi, Bengali , Telugu, and OdiaAddress: 47-D, Pocket 1, MIG DDA Flats, Sunshine Apartment, Gate No. 2 Mayur Vihar, Phase – III, Delhi, 110096 |