

—○ DAVANDER ROHILLA ○—

ASSISTANT MANAGER FINANCE

House No. 1903, Rajeev Nagar, Gurugram (122001)

CONTACT

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PROFILE

Dedicated and detail-oriented Financial Analyst committed to the teamwork that leads to a team's success. Focused on continual professional and personal growth, including the improvement of business and economic knowledge.

PERSONAL DETAIL

D.O.B.: 07-07-1984
Marital Status: Married

EDUCATION

MBA -Finance (M.D.U Rohtak)
B.Com.(Delhi University)

SKILLS

- High attention to detail
- Good relationship skills, Proven ability to work on own initiative as well as in a team
- Adaptable communicator and problem solver

EXPERIENCE

Nokia Solutions & Networks India Pvt Ltd. (Gurugram)
2014-2020

- Tracking cost of Real estate related expenses such lease cost, utility, facility management, employee transport and housekeeping etc. for all Nokia Sites (30+)
- Worked over lease management tool (Plan on) for recognition of lease cost as per International Financial Reporting Standard-16, and analysis of Lease cost booking like ROU dep., ROU, assets/liabilities, Interest etc.
- Review of annual budgets with Finance Controller and Global stakeholders.
- Support Internal & External Auditors in documentation relating, internal or statutory audits.
- Preparation of various management reports for global reporting to explain variance in actual spend vs annual budgeted targets.
- Handling all stakeholders' queries relating to real estate costs (Taxation, Cost Centre owners, Business Leads)
- Various month activities like Posting Journals, Review of GL's, Booking Accruals, handling Complex accounts, analysis of monthly cost and reporting activities.
- Creating MIS Reports to share with Global team for review of India cost for Real Estate.
- Worked on various tools like ERP, Myorders, Plan-on, Posting tool, CC tool (budgeting tool) etc.

- Ability to multi-task and prioritize time effectively

Hindustan Everest Tools Limited (Sonipat)

2008-2014

- Maintain Excise record. (Chapter 7, Annexure -17)
- submit proof of export, coordinate with excise department, To issuance of CT-1 Form
- Handle Dispatch to OE and Export
- Basic work of Sales Tax, VAT (Prepare Quarterly report)
- Service tax return & Maintain PLA Register.
- Inventory Control with Depot Account
- Keeping accounts of customers account (Debtors).
- Keeping accounts of Suppliers Account (Creditors).
- Party reconciliation
- Recording journal entries Purchase, Sales A/C, Expenses A/c
- Preparing salary of all the Employees of the Company (Payroll)
- Preparing Indent for packing material, Stock Item etc.
- Support in internal & External Auditor
- Preparing Forecast of Packing material for Export Dispatches on monthly basis
- Ensuring accurate and timely month end closing activity related to Finance