

2008/B, wing Shreeji villa C.h.s. T.H.Kataria Marg Matunga Road west Mumbai 400016

### Career Synopsis:-

A Dynamic , energetic ,diligent, result oriented individual with master's in commerce, PGDM-Finance with 6 + years of accomplished experience in managing Internal ,Concurrent, Statutory, tax audit & accounting across Finance Industries. Currently I work as Audit officer- Corporate Internal Audit at Asian Paints Itd. with abilities to withstand the work pressures, deliver assignment within specified time frame without compromising on quality benchmark and providing overall Assurance to the organisation.

Demonstrated expertise in below assignments at Asian Paints ltd:-

International Plant Audit:- South Pacific manufacturing Plant at Fiji with Lead - Review of Commercial agreements, Distribution & warehouse operation, Procurement & Marketing model, HR & Statutory compliance, Cash controls.

Data Analysis for different international Units through Navision: Singapore, Vanuatu, Soloman , Tonga, Fiji, Samoa islands.

#### Domestic Plant Audit :-

- ➤ 2 Asian paints and 1 JV plant Audit (Deco-Ankleshwar, Khandala, JV-Pune) with lead area Admin agreements, HR, Union settlement agreement review, Capex, Inward/dispatch controls, EHS compliance, Scrap accounting, engineering procurement, Quality controls etc.
- ➤ 3 Outsourced processing centres at Kolkata, Vapi, Vijaywada- Damage assessment, agreement review, statutory compliance.

# Lead Process Audits:

- Procurement Audits-Raw materials, Packing materials, Engineering, Marketing, Imports Negotiation, competitive quotation, Agreement review, market review, benchmarking with industry standard, Pricing approvals and control, vendor dependency, material dependency.
- > 5+ Deco warehouse, 2 JV warehouse & 2 CSR audit Reviewing commercial terms and shadow costing for CFA, Freight, Rent, material movement controls at warehouse, Insurance.
- ➤ 2 Regional Distribution centre audit Reviewing commercial agreement-CFA, Security, Rent , Freight.
- Distribution planning Audit Freight cost optimization basis demand and production efficiency.
- ➤ Capex Benefit Assessments Plants & warehouses- Proposed benefit vs actuals.
- Primary and Secondary Freight with more focus on vendor favouritism, Data Analysing and Scenario testing etc. Gaps in Reverse auctioning process.
- Master data Management- IT controls Audit
- Vendor favouritism and IT Portal audits
- Data Analysis through ACL/ SAP and sharing red Flags and Exception on daily basis to plants

# Forensic Audit:-

- Joint venture Capex Procurement
- 1 CSR
- 2 Warehouse (Deco & Joint venture)
- > 1 Fiji warehouse and Procurement
- > 1 Primary & Secondary Freight

## Achievements in lined with internal auditing at Asian Paints:-

- Commendation for performing comprehensive analytical skills in scrutinizing the documents as part of Capex Audit and applying IT skills and linking the multiple unstructured data to validate a hypothesis, outcome to improve the overall assurance for the function.
- Promoted to Audit Officer Level II w.e.f. 1st April 2019.

### Key Responsibilities :-

- Preparation of Audit Planning Memorandum (APM) for every audit assignment. Identify and document inherent risks and controls within the business processes. Executing the Annual audit plan, lead role in the day to day execution of internal audits.
- Ensuring completion of Audit plan as per schedule for empanelled external auditors and providing guidance and support to them in execution of Audits. To explain the scope and objectives of the audit engagement to auditee and provide an assurance to function.
- > Preparing scripts in ACL basis audit checks , risk identified by the user functions and internal audit.
- Sharing Daily exceptions to the functions- Manufacturing plants, Supply-chain, Payments, Sales.etc

#### Skills in Internal audit :-

- ➤ Hands-on experience in SAP, ACL Analytics and evaluation of testing manual and automated systems and controls to determine their existence, adequacy, effectiveness and continuity. Knowledge in COSO principles, enterprise risk management (i.e. risk analysis and control assessment)
- > Ability to promote the value of internal audit among key employees within the organization.
- Perseverance and honest, possessing analysis, relationship building and problem solving skills and ability to interact with a wide range of personnel from diverse backgrounds.
- A go-getter with excellent presentation and Leverage keen analysis, insights and team approach to drive organizational improvements and implementation of best practices.
- Articulate communicator and motivator who can work with Multinational and multi-cultural teams and fluently speak the language of both people and technology.
- ➤ Beginner certification course of "Audit command language" (ACL Tool –Data Analysis).
- Certification in Expert in Forensic Accounting and Fraud Examination (IFS)

## Qualifications :-

| Examination    | Year of | University /  | Percentage | College/ School  | Grade    |
|----------------|---------|---------------|------------|------------------|----------|
|                | Passing | Board         |            |                  |          |
| PGDM- Finance  | 2018-19 | University of | 70%        | Welingkars       | I-Class  |
| Management     |         | Mumbai        |            | Education        |          |
| PGDM – Finance | 2017-18 | University of | 70%        | Welingkars       | I-class  |
| Management     |         | Mumbai        |            | Education        |          |
| M. com         | 2016-17 | University of | 61%        | -                | I- class |
|                |         | Mumbai        |            |                  |          |
| T.Y.Bcom       | 2012-13 | University of | 82.28%     | R. D. National   | I- class |
|                |         | Mumbai        |            | College          |          |
| H.S.C          | 2009-10 | Maharashtra   | 76.67%     | R. D. National   | I- class |
|                |         | Board         |            | College          |          |
| S.S.C          | 2007-08 | Maharashtra   | 73.69%     | Saraswati Mandir | I- class |
|                |         | Board         |            | high School      |          |

Current CTC - Rs.870,000 /-

Notice Period - 1 Month