



ROBIN VARGHESE

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SYNOPSIS

Meticulous and versatile professional experience in Finance & Accounts – 6+ years with MBA in Finance

- Preparation profit and loss Accounts and Balance sheet
- Financial statement analysis and reporting
- Month/Year-end closing and financial reporting
- GL accounting and bank reconciliation
- Statutory complains
- Assets Management
- Inter-company transactions
- Internal auditing
- MIS Reports
- Well managed accounts payable, accounts receivable, cash & bank management
- Inventory and COGS control and monthly reconciliation of inventory GL
- Handling cost center and profit center processing
- Variance analysis and Budgeting
- Inventory management & valuation
- Monitoring of credit health of business
- Discounts and scheme
- Credit limit and OD block alerts evaluation
- Dispute management – Vendor and customer
- Import/export documents handling and clearing in bank records
- Identify operational process inefficiencies and recommended necessary improvements.
- Process automation

➤ **Post-Graduation**

MBA in Finance and System from Sree Narayan Guru Institute of Science and Technology North Paravur, Ernakulam Kerala - India. (Passed out in 2015 with 69%)

➤ **Graduation**

B.Com in Taxation from St. Paul's College Kalamassery, Ernakulam, Kerala – India. (Passed out in 2013 with 73%)

➤ **Diploma**

International financial reporting standard (IFRS) from international association of accounting professional (IAAP) (Passed out in 2015)

CORE COMPETENCIES

- Finance & Accounts
- Withholding tax management
- Vendor/Customer dispute management
- Warehouse management
- SAP Fico, MM and SD modules
- MS Excel VBA coding and formula creation

CAREER CONTOUR

- Currently working as **Senior Finance & Accounts specialist** at **VentureCount LLC** (From February 2022 to Present)

Responsibilities

- Manage end to end AR/AP process
 - Dispute management
 - Month end financial closing work
 - Consolidation of financial statements
 - Variance analysis – P&L – Budget to actuals
 - Preparation of process documentation (SOP) and automation
- Worked as **Finance Analyst** at **KOCH Industries** (From August. 2019 to February 2022)
SAP - FI & SD module

Responsibilities

- AR dispute management
 - AR cash application
 - Dealing of price/quality/delivery/billing discrepancy
 - Credit/Debit memo creation
 - KPI preparation
 - Team leader
- Worked as **Assistant Executive Finance & Accounts** at **Orient Electric Limited – A CK Birla Group Company** (From August 2018 to August 2019)
SAP - FI & SD module

Responsibilities

- Credit Policy implementation
- Evaluation of new dealer performance
- Credit Limit and OD block alerts evaluation
- Balance confirmation
- Statutory compliance
- Monitoring credit health of business
- Discounts & Schemes
- Invoice Processing
- Revenue recognition

- Customer ageing reports and clearing
 - Internal Auditing
 - Warehouse management and stock audit
 - MIS report
- Worked as **Associate Executive Finance & Accounts** at **Veekesy Footcare India Pvt Ltd**
Coimbatore (From Sept' 2015 –August 2018)
SAP FI & MM module

Responsibilities

- Auditing of internal financial process
- Accounting and management of purchase and expense invoices
- Managed accounts payable and accounts receivable
- Sub-contract invoicing and vendor management
- Reconciliation of Bank statements
- Reconciliation on monthly basis – COGS, Raw Material, SFG, TG/FG
- Checking of inward and outward freight rate and analysis
- Preparation of monthly treasury budget and analysis
- Import/Export documentation
- Variance analysis
- Month/Year end financial closing works

PROJECT

- **Hindustan machine tools limited kalamassery (HMT LTD)** - "A report on the organization study of Hindustan Machine Tools Limited"
- **V-Guard Industries limited Cochin** - "Analyzing the financial performance of the company - Cash flow statement & Ratio Analysis"

PERSONAL DOSSIER

- Date of Birth: September 13th 1992
- Gender: Male
- Father's Name: Varghese P A
- Nationality: Indian
- Marital Status: Married
- Languages Known: English, Malayalam and Tamil
- Pan No: ATPPV3514J
- Passport No: P6429270 (Date of expiry – 16/01/2027)

DECLARATION

I hereby declare that all the details provided above are true to the best of my knowledge.

-Robin Varghese