SUMEET M JAIN

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PROFILE SUMMARY

Finance Manager with more than 10 years of experience in Corporate Finance. Specialist in GL Accounting, Financial analysis & reporting, Balance Sheet, Bank Reconciliation and variance analysis. Driving initiatives for improvement & solving problems. Bringing forth a motivated attitude and committed to using my skills to further the mission of the company

KEY SKILLS

Financial Reporting	Compensation Accounting	Innovative Thinking	Time Management
Inter-Personal Skills	Decision Making	Problem Solving	Reconciliation
Intellectual curiosity	Strategic Thinking	NetSuite, Blackline	Equity & Derivative
Self-Management	Oracle – PeopleSoft	Team Work	Presentation Skills
Leadership	Responsibility	Budgeting	Supervision

PROFESSIONAL SUMMARY

- Experienced in preparing financial reports to facilitate executive level strategic decision making.
- Able to set up benchmarks and maintaining the consistency with improvising the quality of work
- Proficiency at grasping new concepts quickly and implement.
- Coordinating with the team to ensure that accounting processes and procedures are followed and completed to support and reinforce key business objectives
- Successfully Transitioned the Accounting Project in 2 months from Hong Kong through onsite visit
- Experience in providing the ad-hoc reports requests with high accuracy.
- Always follow the Innovative thinking & smart working approach.
- Capable of working in a fast-paced environment and can adapt to various situations prioritizing multiple work assignments simultaneously.
- Experienced Finance Specialist utilizing the auditing and investigating skills to identify discrepancies and resolve.

EMPLOYMENT HISTORY

Ronak Designs– Assistant Manager- (Jun-2021 to Current)

- Ronak Designs is an Interior Designing company. I am here managing the Operations.
- Assesses and meets client requirements and desires through regular meetings and conferences
- Digital Marketing, communicate with contractors, builders, architects for new projects.
- Maintaining the books of accounts, posting monthly journal entries and filing
- Monthly substantiation of the Balance sheet accounts.
- Quarterly auditing and providing details to the auditors with justification.
- Providing Budget proposals and estimates for projects and to review floor plans to ensure compliance
- Developing key client relationships by providing design solutions that met needs of client
- Managed and tracked client orders, supervised installations
- Working with the client on the budget and finalizing the project.
- Supervising the work daily to maintain the top quality of the outcome and complete within timeline
- Conducting market research and communicating with multiple vendors to get the best deal for the materials
- Completion of the project within the budget estimated and meeting the timelines.

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Societe Generale Global Solution Center– Senior Finance Professional - (Mar-2019 to June-2021)

- Managed five member Team of HR Accounting process for entire APAC region
- Performing monthly Accruals, Expense allocation and Revenue booking entries for all cost centers.
- Monthly Financials analysis , KPIs and reporting to the Chief Financial Officer
- Working with the treasury team to rise sufficient funding for the C&B Payments.
- Reconciliation of Bank account , Prepayment, Accruals and all Balance sheet accounts
- Integrating with Accounts Receivables & Payables team, Tax and Treasury Teams for GL Reporting.
- Preparing monthly prepayment amortization schedules for proper reconciliation.
- Performing and reviewing statutory controls for balance sheet & Bank Accounts substantiation
- Discussion with CFO & the regional team on resolving the issues / discrepancies
- Performing the monthly Variance Analysis on the total accruals & revenue generated.
- Addressing the internal & external auditor with full cooperation and with all qualified Reports.
- Developing additional controls and identification of preventative measures
- Expertise in documenting the Standard Operating Procedures (SOPs)

Finastra Software Solutions Pvt Ltd – Financial Accountant - (Jan-2016 to Mar-2019)

- Reconciliation of all the balance sheet accounts and Bank Accounts
- Monthly Substantiation of all the Balance Sheet accounts of APAC region
- Preparing & reconciling the Accrued & Deferred revenue schedules
- Preparation of amortization schedules for Prepayment accounts
- Financial reporting for better decision making to the senior leadership team.
- Performing and reviewing statutory controls in line with Group internal guidelines
- Preparing & Posting the Journals for Inter Company Funds Transfer
- Assist in the development of additional controls and identification of preventative measures
- Supporting Finance Managers with all the required reports
- Experience in working with ERP like Oracle-PeopleSoft, NetSuite, Blackline
- Assist in the development of additional controls and identification of preventative measures

Goldman Sachs Services Pvt Ltd –Senior Financial Analyst- (Sep-2015 to Dec-2015)

Societe Generale Global Solution Center – Process Executive - (Aug-2012 to Aug-2015)

ACCOMPLISHMENTS

- Awarded with Best Performer among for successfully managing the complete HR accounting for APAC
- Received awards at Learning Stage, Stabilization stage and for successfully accomplishing complex monthly & yearly activities.
- Had initiated a new project called KAIZEN which was focused on constant improvement in the process & team building activities
- Successfully initiated & accomplished the RA Focus Group project with 100% accuracy.
- Successfully managed a team during the remote working in Pandemic

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EDUCATION

Qualification	University	GPA
MBA (Finance)	Visveshwaraiah Technological University	69.11%
Bachelors in Business Management (Finance)	Bangalore University	70.28%

INTERSHIP

Technical Analysis of the Stock Market from SMC Global Securities from Dec-2011 to Feb-2012

COMPUTER KNOWLEDGE

- Microsoft Office 2007
- Tally 7.2 & 9.0 and ERP (PeopleSoft, NetSuite, Blackline)

LANGUAGES

English, Kannada, Hindi, Marwari, Guajarati

Bangalore   Sumeet M Jain