

CA.RANJIT KUMAR JENA

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Hyderabad




SKILL SET	PROFILE SNAPSHOT
Financial Analysis & Reporting	⇒ Chartered Accountant with 18+ years of post-qualification experience including 3+ years of onsite exposure (UK and USA)
Operations	⇒ Exposure in preparing group income statement & worked with global group financial controller.
Closing and Reporting	⇒ Six Sigma Green Belt & Seven star lean certified for implementing process improvement projects.
Financial Control	⇒ Leading team of experienced chartered accountants and played pivotal role in expanding FTE base.
Project Management	⇒ Hands on experience in transition and migration of new process.
SAP Implementation	⇒ Partnered with customers to establish the transformation strategy as per global business service (GBS) model.
People Management	⇒ Hands on experience in delivering key projects like SAP FC implementation, standardization of management reports & reduction of manuals journal entries.
	⇒ Independently leading governance calls with various stake holders in a highly complex and contextual reporting process, handling escalations to ensure successful net promoter score.
	⇒ Has led and managed teams to ensure efficient and seamless functioning of operations for one of the fortune 500 Pharmaceutical & Consumer healthcare company.
	⇒ IT SKILLS: SAP Financial Consolidation, Analysis for office, Lumira, Power BI, Unison Mainframe, TM1(Cognos),Hyperion, Tally, MS Office, Excel Financial models, Webi reporting.

EDUCATION& CERTIFICATIONS

Qualification	Institution	Year of passing
B.Com (University Topper in Management Accounting)	University of Madras, Chennai	2002
Chartered Accountant	ICAI, New Delhi	2004
Certification in Corporate Finance	Indian Institute of Management, Calcutta	2008
Diploma in International Reporting Finance standards	ACCA,UK	2011
Advanced Diploma in Management accounting	CIMA, London	2014
Certificate in Project Management	International Institute of Projects Management	2017

WORK EXPERIENCE

Designation / Company	RESPONSIBILITIES
Asst. Vice President  GENPACT (July 2010 to Till Date)	<p>Role : Global FP&A tower lead for one of the fortune 500 Pharmaceutical & Consumer Healthcare company with annual turnover > 43 billion USD. (July 2017 – Till date)</p> <ul style="list-style-type: none"> ⇒ Ensuring consistent service delivery and maintain relationships with all stakeholders. ⇒ Managing P&L by monitoring the expenses lines and meeting finance target. ⇒ Solving complex customer service issues & meeting transformation objective ⇒ Performing supervisory and management responsibilities in accordance with the organization's policies and procedures & Managing the customer SLA's and KPIs. ⇒ Hiring and managing high performing teams including identifying individual strengths of team members and actively fosters career advancement ⇒ Developing and managing robust process and control environment that ensures all key controls are completed in accordance with policies and audit. ⇒ Involved in transformation projects involving Robotics Process automation & Center of Excellence. ⇒ Ensuring smooth transition and migration of new process <p>Role : Senior Manager for Corporate Reporting team (May 2015 - Jun 2017).</p> <ul style="list-style-type: none"> ⇒ Delivers the daily, monthly and end year close process to meet external reporting deadlines. ⇒ Prepared consolidated group income statement for CFO's earnings call and involved in analytical work including trend analysis, variance analysis, CER& AR growth rate analysis. ⇒ Review of key activities like flash sales reports, income statement reports, commentaries for variance analysis vs Plan and Previous year financials, slides for board of directors. ⇒ Supported in preparing investor relations sales book, briefing book used for quarterly press release& earning calls, notes to annual reports & annual restatement exercise. ⇒ Successfully met key metrics of customer satisfaction, compliance and operation performance.

	<p>Role : Project Manager for implementation of SAP FC at UK, London (May 2013 - Apr 2015)</p> <ul style="list-style-type: none"> ⇒ <i>SAP Implementation Project</i>: Lead a team of six project analysts in London, UK for implementing SAP FC& BI reporting in Financial Planning, Analysis and Reporting process. ⇒ <i>Smart Reporting project</i> : Lead Smart project which involved standardizing 300+ reports across different geographical locations. <p>Role : Senior Finance Analyst in Financial Analysis & Reporting team (Jul 2010 - Apr 2013)</p> <ul style="list-style-type: none"> ⇒ Supported regional finance controllers by providing monthly P&L analysis packs and various inputs like variance analysis with plan and previous year, growth rate, contribution analysis , run rate analysis, head count reporting. ⇒ Supported three years' operating plan & forecast exercise involving 300+ markets worldwide by creating spreadsheet based review models and presentation decks for financial review meetings. ⇒ Monitoring the monthly rolling forecast submissions, mid-month(latest) estimates and follow up for commentaries for material variances by interacting with markets & Adhoc reporting. ⇒ Implemented 20+ lean process improvement ideas to increase productivity & efficiency. ⇒ Successfully managed the transition work for FAPR process as subject matter expert. <p>Achievements:</p> <ul style="list-style-type: none"> ⇒ <i>Six Sigma Green Belt certified for increasing productivity of 30K USD impact.</i> ⇒ <i>Received two Gold awards in 2018 for best performance & Hall of fame award.</i>
<p>Finance Manager</p>  <p>LATENTVIEW ANALYTICS, Chennai (Aug 2008 – Jun 2010)</p>	<p>Reported to Finance Director in Finance and Accounts department at Corporate office Chennai :</p> <ul style="list-style-type: none"> ⇒ Directly reported to finance director for finance and accounting work. ⇒ Prepared MIS & forecast reports for monthly review of P&L & cash flow items. ⇒ Prepared the annual budget, monthly profitability statement & variance analysis. ⇒ Prepared the profitability statement for projects by analyzing People cost & Overheads. ⇒ Preparation & finalization of the balance sheet and profit & loss account, filing tax returns sand dealing with auditors it, statutory compliance like TDS, service tax, STPI regulation etc. ⇒ Prepared proposal & projection for arranging Short term & Long term Funding with banks. ⇒ Achievement: Received Best support function award for finalising books of accounts on time.
<p>Senior Executive Officer</p>  <p>NATIONAL STOCK EXCHANGE OF INDIA, Chennai (Mar 2006 –Aug 2008)</p>	<p>Reported to Asst. Vice President in Inspection &Accounts department at Regional office, Chennai :</p> <ul style="list-style-type: none"> ⇒ Conducted audit/inspection of stockbrokers & their branch offices across south India. ⇒ Performed complex data analysis of trades to find out non-compliance with rules & regulations. ⇒ Acted as head of finance & accounts department at Chennai Regional office. ⇒ Authorized vouchers, scrutinizing ledgers and trial balance of Chennai Books of accounts. ⇒ Finalization of books of accounts and dealing with internal and statutory auditors. ⇒ Achievement: Received "Best Performer award" of 2007 for timely closing of books.
<p>Senior Audit Officer</p>  <p>RAMCO CEMENTS, Chennai (Feb 2005 – Mar 2006)</p>	<p>Reported to General Manager in Internal Audit department at Corporate office, Chennai:</p> <ul style="list-style-type: none"> ⇒ Conducted internal audit and stock verification for four factories and marketing offices. ⇒ Supported the business development team for expansion of business in the eastern zone of India. ⇒ Deputed to Orissa and West Bengal for appointing C & F agents. ⇒ Assisted GM (Internal Audit) in framing guidelines for a better internal control. ⇒ Achievement: Promoted twice in a span of one year from trainee to senior audit officer.

Three Years Training details (Part of Chartered Accountancy curriculum):

Organisation Name	From	To	Role
Sundaram Fasteners Ltd, Chennai (Part of TVS Group)	Oct 2002	Oct 2003	Industrial Trainee
R.Subramanian& Co, Chennai (Chartered Accountant Firm)	Aug 2000	Sep 2002	Audit Trainee

PERSONAL INFORMATION

Date of Birth : 30th June, 1981

Marital Status : Married

Father's Name : Mr. Gouranga Jena

Languages Known : English, Hindi, Odia & Tamil

(RANJIT KUMAR JENA)