

Pavan Kumar Vedi

House No –44A, W No:26
Behind Old Post Office,Cowl Bazaar
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Career objective

To pursue challenging career in the areas of finance, taxation, & accounting that provides an opportunity to develop my professional skills and thereby becoming valuable asset to the organization by continuous learning and contributing significantly to the growth of the organization.

Core Competencies

- Accounting
- Financial Reporting
- MIS reporting
- GST
- Treasury – Plant location
- Audits

Work Exposure

❖ Accounting, Financial Reporting, MIS Reporting and Statutory Reporting

- Managing all activities with respect to Accounts Payable, which includes managing & accounting of all the day-to-day transactions – P2P and Non P2P, Receipt, Payment and GL entries (Regrouping entries), Provisional Entries and Memo entries.
- Completeness of accounting and reversal of OSL of Individual department and preparation of ageing pertaining to Payables (AP Trail) and Receivables (AR Trail).
- Preparation of Financial statements complying with IND AS in accordance with Indian GAAP
- Analyzing the reports by comparing with budget, actual of earlier periods, and submitting to the management.
- Preparation of yearly budget based on the inputs from all the departments.
- Computation of statutory dues along with filing of Returns on monthly basis pertaining to TDS, GST (GSTR 1, GSTR 3B, GSTR 9 & GSTR 9C) and Excise, Service Tax, VAT Returns, CST and Entry Tax – Pre GST.
- Preparation of monthly reports in timely manner as per management requirement and providing data quarterly as per Client Specific Checklist(CSC) of Audit reviews and assisting Statutory Auditors and Internal Auditors.
- Analysis of Production data and capacity utilization, closing stock, net sales realization on daily and monthly basis.
- Variance analysis of Revenue and Expenses on a time to time basis by comparing month on month, Quarter on Quarter and Year on Year and timely reporting to management.
- Monthly closure of books in timely manner and analyzing payable and receivable balances, pending GR/IR, OSL.
- Reporting of Related Party Transactions
- Balance sheet review and reporting the same to the management.

❖ **Treasury function at plant location**

- Preparation of daily fund requirement by collating the data from several departments and prioritizing the payments to vendors based on the funds received from corporate office.
- Preparation of Daily Funds flow statement and circulating to the HO and plant head.
- Remitting statutory dues within due dates i.e GST, TDS, TCS, PT and PF
- Payments to vendors through CMS facility.
- Preparation of bank reconciliation statements for the bank accounts maintained at plant.
- Custodian of bank guarantees (ABG/PBG) received from vendors and preparation of MIS of the same. Follow up with the vendors for renewal of BG if the contract gets extended.
- Preparation of monthly cash flow statement.

❖ **Digitalization**

- Introduction of CMS Facility through SAP which automates payment from Host to Host without intervention of Manual/Printed cheques
- Automatic BRS With ICICI Bank on Daily Basis without any Manual Entry

❖ **Implementation of New systems**

- Involved in implementation of GST in testing of systems and finalization of accounting flow in SAP.
- Understanding the existing process and working on automation of systems, where there is possibility to reduce the manual intervention in order to minimize vulnerability towards manual errors in the process.

❖ **Audits**

- Statutory Audits, Tax audits and Internal Audit for every Financial Year

Work Experience

Company	Designation	Period
JSW Steel Ltd	DY Manager	March 2011 to till date
Tapal steel Private ltd	Sr Accountant	Sep 2010 to 28.02.2011
Bhaskar and Company	Article Assistant	19.02.2007 to 20.02.2010

Professional & Academic Qualifications:

Qualifications	Institution	Year of Passing
B COM	Gulbarga University	2007
CA FINAL Pursuing	Institute of Chartered Accountants of India	2014
ICWAI FINAL Pursuing	Institute of Cost Accountants of India	2016
CS (Professional)	Institute of Company Secretaries of India	2020

Technical competency

- ❖ Good Knowledge in SAP,Quickbook,Xero,Oracle
- ❖ MS Office.
- ❖ Tally 9.0
- ❖ Working knowledge in ACCPAC (ERP).
- ❖ Can easily adopt to any software or in any computerized environment.

Personal Traits

- ❖ Analytically strong and good grasping skills.
- ❖ Worked as team leader & team player.
- ❖ Developed with leadership qualities and equipped with decision making capabilities

Personal Profile

- ❖ **Date of Birth** : 27 JULY 1981
- ❖ **Fathers Name** : VIJAYA KUMAR VEDI(LATE)
- ❖ **Strengths** : Positive Attitude, Dedication, Initiative& Punctuality
- ❖ **Interests** : Exploring new places, listening music, playinggames
- ❖ **Languages known** : English, Telugu and Hindi
- ❖ **Permanent Address** : House no 7, Renuka Niliya ,Radio Park,
Balalri -583102 Karnataka.

Declaration

I hereby state that all the above information is true to my authentication.

Date: 20.03.2025

Place: Ballari

(Pavan Kumar Vedi)