

Anu Jain

Chartered Accountant

Focus Driven and Result Oriented Professional



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WORK EXPERIENCE

Finance Associate

Toolkitaki Technologies Pvt Ltd. , Bangalore

08/2024 - Present

Tasks

- Independent Financial Operations:** Managed end-to-end finance tasks, including full-spectrum responsibilities for accounting, reporting, and compliance.
- Full Set Accounting:** Overseen bank reconciliation, accounts receivable/payable, fixed assets, cash forecasting, month-end closing, and group financial consolidation.
- Policy and Compliance:** Developed and implemented financial policies, **transfer pricing mechanisms**, intercompany invoicing, and time-tracking systems.
- Cash Flow Forecasting:** Prepared detailed cash flow forecasts for the entity.
- Tax Compliance:** Managed quarterly GST returns, employee tax filings, and tax-related queries; coordinated with consultants on direct/indirect taxes and statutory laws (Company Law, PF, FEMA).
- Banking and Vendor Relations:** Liaised with banks and **processed and managed payroll**, expense claims, and vendor payments.
- Audit Leadership:** Directed statutory audit processes, addressing queries and ensuring adherence to reporting standards.
- Financial Reporting:** Delivered detailed management reports on financial performance including **revenue recognition as per Singapore FRS and US GAAP**.
- Revenue and Cost Analysis:** Conducted in-depth analysis of revenue streams and cost structures to support strategic decision-making.

Finance Analyst

ABV and Company (Chartered Accountants), Indore

03/2023 - 08/2024

Tasks

- Financial Statements Preparation :** Prepared financial statements for national and multinational clients, including listed companies, as per Schedule III, IGAAP, Ind AS, and IFRS.
- Audit Support :** Supported corporates in timely audit closures, coordinating with auditors (primarily Big Four).
- Budgeting and Analysis :** Created budgets, conducted variance analysis, and reviewed financial statements (Income Statement, Balance Sheet, and Cash Flow).
- Internal Controls :** Designed and tested SOPs, walkthroughs, internal control systems, and risk control matrices for national clients.
- Ind AS, IFRS Transition & Accounting Advisory :** Facilitated transition to Ind AS and IFRS, prepared full financial statements, provided financial reporting and accounting advisory, including monthly book closure and ERP migration (Tally to Zoho Books).
- Ind AS Valuation and Accounting :** Handled valuations and accounting treatments for leases (Ind AS 116/ IAS 16), PPE (Ind AS 16/ IAS 16), Business Combination (Ind AS 103/ IFRS 3), Deferred tax Accounting (Ind AS 12/ IAS 12), investments, and security deposits (Ind AS 109/ IFRS 9).

Article Assistant

ABV and Company (Chartered Accountants), Indore

Tasks

- Audits :** Conducted statutory, tax, and internal audits for national and multinational clients.
- Ind AS and IFRS Transition :** Facilitated transition to Ind AS and IFRS, including financial statement preparation.
- Finalization and Compliance :** Finalized books of accounts, computed income, and filed GST/ VAT returns for individuals, HUFs, and firms as per UK GAAP and IGAAP.

SKILLS

Xero

Zoho Book

Oracle

Greythr

Quick Book

Accsoft 2.0

Tally Prime

Microsoft office

Team management

Team work spirit

EDUCATION

ACCA

Association of Chartered Certified Accountants, UK

03/2024 - Present

(11/ 13 Papers Cleared)

Chartered Accountant

Institute of Chartered Accountant of India

11/2018 - 11/2022

Bachelor of Commerce

Devi Ahilya Vishwavidyalaya, Indore

04/2018 - 06/2021

LANGUAGES

Hindi

Native or Bilingual Proficiency

English

Full Professional Proficiency

MAJOR CLIENTS HANDLED

Mensa Group (Unicorn e-commerce startup)

InfoBeans Technologies Limited

Iron Mountain India Private Limited

Metropolis Healthcare Limited

DB Corp Ltd

Emerson Process Management India Private Limited