

CMA JAMSHED ALAM

+91 9576113646 | cmajamshedalam@gmail.com
DODOMA, TANZANIA



Career Objective

I am a qualified Cost Accountant with two years of experience in financial reporting, MIS reporting, budgeting and financial analysis. I am adept at delivering quick and accurate results, prioritizing tasks to meet tight deadlines without compromising the quality of analysis and insight. Dedicated to continuous learning and seeking a challenging role to enhance my skills and contribute to operational efficiency and profitability.

ACADEMIC QUALIFICATIONS

EDUCATION:	YEAR
Cost & Management Accountant (CMA) (The Institute of Cost Accountants Of India)	Aug-2022
B.COM Veer Bahadur Singh Purvanchal University, U.P.	2018
Higher Secondary (CBSE) Dr. K.N Modi Global School, Ghaziabad, U.P.	2014
Secondary (CBSE) Iqra Public School, Siwan, Bihar	2012

EXPERIENCE

KALPATARU PROJECTS INTERNATIONAL LIMITED | June 2023-present

(International Electrical Division), Dodoma, Tanzania

Deputy Manager, Finance and Accounts

Oversee and manage the commercial activities for three major projects, including a transmission line and substation with a total value of USD 75 million.

Role & Responsibilities:

- Oversee day-to-day financial transactions, ensuring compliance with accounting principles and company policies using SAP.
- Ensured timely and accurate monthly, quarterly, and year-end financial closing process.
- Ensured accurate and timely processing of subcontractor invoices and payments
- Responsible for raising sales invoices and booking them in SAP according to contractual terms
- Actively involved in the preparation of financial statements as per IFRS, including the Trial Balance, Profit and Loss (P&L), and Balance Sheet.
- Lead all aspects of project commercial management, including procurement, budgeting, contract negotiation with subcontractor, cost control, and financial reporting.
- Collaborated with audit teams to address and resolve audit queries, ensuring compliance with statutory requirements and provided detailed financial data and analysis to support audit processes.
- Managed budgeting and forecasting for the annual operating plan (AOP), CTC analysis on monthly basis, conducted Budget vs actuals review and variance analysis
- Managed capital expenditure (Capex) processes, including evaluating investment proposals, budgeting, and tracking project expenses
- Managed and maintained a comprehensive Management Information System (MIS), Prepared Revenue MIS, Unbilled, Construction MIS and the variance analysis of AOP vs actual.
- Successfully prepared withholding tax reports, VAT returns report in compliance with applicable Law.
- Assisted in monthly payroll preparation, and submission of monthly tax returns PAYE, NSSF etc.
- Oversaw daily cash and bank transactions, bank reconciliations,
- Negotiated with banks for favorable exchange rates on different currencies.

Management Trainee, Finance | Dec 2022-June 2023

At Corporate office, Mumbai, India

- Spearheaded the collection and analysis of Management Information Systems (MIS) data to support strategic decision-making.
- Played a key role in the budget posting process, ensuring accurate financial planning and allocation.
- Responded to audit queries with precision, facilitating smooth and efficient audit procedures
- Processed invoice bookings within SAP, maintaining accurate financial records and supporting the accounts payable department.

BM CHATRATH & CO. LLP (Chartered Accountants) | MAR 2022-DEC-2022

Kolkata -700001, west Bengal, India

Audit Executive:

- Assisted in conducting statutory audits for a prominent Government electrical transmission organization in India.
- Took the lead in auditing a well-known tea manufacturing company based in Kolkata.
- Prepared comprehensive audit reports in accordance with CARO 2020, summarizing findings, recommendations, and areas for improvement.
- Contributed to the audit of one of the largest hospitality organizations.
- Led the statutory audit of a tea manufacturing company based in Kolkata with more than four subsidiary companies, consolidating financial statements in accordance with Indian Accounting Standards (Ind AS).
- Participated in Income Tax audits of various company as mandated by the Indian Income Tax Act 1961. Examined tax compliance, TDS deductions, and other relevant aspects.
- Ensured filing of GST returns of various clients within due date and availed input tax credit in accordance with rules.

Sunita Singh & Associates (cost Accountants) | Nov 2018- DEC 2019

Kolkata , West Bengal, India

Article Trainee

- Assisted in Internal audit of Government electrical company
- Assisted in Stock Audit various company
- Preparation of financial statements of various clients in Tally ERP.
- Preparation of financial reports of clients ensuring accuracy and completeness.

Indirect Tax -GST

- Preparation & filing of monthly GST return in compliance with GST Act 2017 of various client.
- Assisted in GST annual audit

Direct Tax-Income Tax

Computation of income tax liability & filing of income tax return.

SKILLS

- Advance Excel, office, Power Point.
- Proficient in SAP HANA
- Tally ERP 9
- Team Management
- Quick learner

LANGUAGE

- English
- Hindi

PERSONAL INFORMAAATION:

Father's Name : Mohammed Ali Hasan

Corr Add: Dodoma, Tanzania

Date of Birth : 5th Feb 1998

Marital Status : Single

Sex : Male

Nationality : Indian

Permanent Add : Siwan, Bihar, India 841226