Chandan Kumar

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Career Objective

Detail-oriented Accountant with extensive experience in accounts receivable management, financial reporting, and tax compliance. Proven track record of improving cash flow and operational efficiency through strategic financial analysis and accurate reporting. Seeking a challenging role where I can leverage my expertise in financial management, compliance, and auditing to drive organizational growth and ensure robust financial health.

CORE COMPETENCIES

- **Accounting**
- **Financial Statement Preparation**
- **Tax Compliance**
- **Accounts Receivable**
- **Bank Reconciliations**
- **Regulatory Compliance**
- **Accounts Payable**

EXPERIENCE

Disha Steel Pvt Ltd **Nov 2022-**
Role: Senior Accountant
Area of Work:

- Managed a portfolio of 150+ customer accounts, reducing overdue receivables by 18% through strategic follow-ups and improved credit controls.
- Conducted aging analysis to identify high-risk accounts, reducing DSO by 15% and efficiently resolving billing disputes to improve cash flow.
- Reconciled AR records with customer statements, addressing discrepancies promptly and maintaining strong client relationships.
- Prepared and filed monthly/quarterly/yearly GST and TDS returns, ensuring compliance with tax laws.
- provided detailed AR reports to management, offering insights on collection trends and potential risks.
- Prepare and review monthly financial statements, analyzing variances and providing concise explanations tomanagement.
- Collaborate with external auditors during the annual audit process, providing necessary documentation andexplanations.

Haryana Rasyan Udyog Pvt Ltd **Jan 2019-Oct 2022**
Role: Senior Accountant
Area of Work

- Prepared journal entries and maintained financial records, contributing to a seamless month-

end closing process.

- Prepared and filed quarterly TDS returns, monthly and annual GST returns, and generated e-invoices for the company, ensuring accuracy and compliance with regulatory requirements.
- Managed accounts receivable for 100+ clients, streamlining collection processes and improving cash flow efficiency
- Prepared and reviewed half-yearly financial statements, analyzing variances and providing concise explanations to management, while collaborating with external auditors during the annual audit process and providing necessary documentation and explanations

Sudesh Kumar and Associates **Oct 2014 - Dec 2018**
Role: Accountant
Area of Work:

- Managed GST compliance for over 100 clients, including registrations, amendments, cancellations, and all return filings.
- Prepared and filed TDS, TCS, and income tax returns, and generated the necessary certificates.
- Prepared financial statements and tax audit reports for various entities.
- Conducted bank reconciliations, maintained accurate debtor and creditor aging reports, and ensured comprehensive financial reporting.

EDUCATION

- **Master of Commerce (MCom)**
  Indira Gandhi National Open University

- **Bachelor of Commerce (BCom)**
  University of Delhi

TECHNICAL KNOWLEDGE

- **Tally ERP, Tally Prime**
- **Microsoft Office**
- **BUSY**
- **Computax**