



# **ANURAG GUPTA**

## **(COST AND MANGEMENT ACCOUNTANT)**

### **Profile.**

I am diligent, impassive and result oriented person who has a sense of loyalty and courage. My assets are my determination to succeed and my desire to learn. I believe in the philosophy of building and adding value to my role in the organization. My objective is to work in such an organization where I can make use of my knowledge and skills in taking initiative while working in an esteemed organization.

### **WORK EXPERIENCE.**

• **Senior Costing Officer**  
**(VARDHMAN TEXTILES LTD. BADDI)**

*JUNE 2019 to Till Date.*

### **ACCOUNTABILITY.**

- Preparation of Monthly Budgets.
- Monthly MIS reports.
- Valuation of Stocks (RM, WIP, FG)
- Reconciliation of P&L.
- Analysis of different expenses by comparing Actual Expenses with Budgeted Expenses.
- Quarterly Reviews.
- Preparation of Annual Budget.
- Revision of Standards by doing standard costing.
- Annual Reviews.
- Preparation of Cost Sheets at regular intervals.
- Preparation of Monthly Statistical data.
- Preparation of Capital Budget.
- Preparation of Daily Profitability Reports.
- Submission of data required by various government authorities (ASI, SITRA data etc.)
- Preparation of various data for internal use by internal departments.
- Physical verification of Stocks on monthly basis.

### **TRAINING & PREQUALIFICATION EXPERIENCE.** **(INDORAMA INDUSTRIES PVT. LTD.)**

### **ACCOUNTABILITY.**

- Raw Material Costing.
- Sales Reconciliation.

*March 2017 to August 2017*

### **Get In Touch.**

☎ +91-9034126025

✉ [anuraggupta096@gmail.com](mailto:anuraggupta096@gmail.com)

### **Personal Details.**

#### ***Birth Date***

26-12-1994

#### ***Address***

#149 Housing Board  
colony, Kalka.

#### ***Distt.***

Panchkula(Haryana).

#### ***Marital Status***

Unmarried

#### ***Nationality***

Indian

#### ***Languages known.***

English, Hindi, Punjabi.

### **Hobbies.**

- Listening to Motivational speeches.
- Travelling
- Playing Football, Cricket.
- Meeting new people.

### **Hard Skills.**

- Working knowledge of NOW software.
- Knowledge of SAP.
- Knowledge of MS-office covering MS Word, MS Excel, MS Power Point, MS Outlook.
- Completed compulsory Computer Training Program as per the regulations of ICMAI.

### Soft Skills.

- Ability to give time bound results with hard work.
- Quick Learner.
- Positive Attitude.
- Good Leadership.
- Always ready to accept new challenges and produce excellent results.

### EDUCATIONAL & PROFESSIONAL CREDENTIALS.

<i>CLASS/COURSES</i>	<i>YEAR</i>	<i>BOARD/INSTITUTE</i>	<i>MARKS/PERCENTAGE</i>
CMA IVth group ( <b>First Attempt</b> )	Feb 2019	ICMAI	206/400
CMA IIIrd group	June 2018	ICMAI	210/400
CMA Inter	2016	ICMAI	410/800
B.Com	2015	KURUKSHETRA UNIVERSITY	65%
Intermediate(XII)	2012	CBSE	82%
Matriculate(X)	2010	CBSE	78%

### CORE COMPETENCIES.

- Sound Knowledge of Cost Accounting.
- Good Knowledge of financial Accounting & Taxation.

### EXTRA CURRICULAR ACTIVITIES.

- Incharge of Office TPM activities.
- Participated in IIM Bangalore Business Plan contest.
- Active participant in Socio cultural events such as skit, Quiz in School & college level
- Participated in various Sports such as Cricket, Football, Volleyball in Office, College & School level.
- Member of School Cabinet as a House Captain.

*I hereby affirm that the information in this document is accurate and true to the best of my knowledge.*

*(Anurag Gupta).*