

**Khushboo Agarwal**  
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### **Career Objective**

To be directly a part of the workforce which will give me a platform to learn, grow and implement on the same and hence contribute to the development of oneself and also the esteemed Organization.

### **Professional Experience**

#### **Post-Qualification:**

Titagarh Wagons Ltd (manufacturer of heavy engineering equipment), Kolkata – January,2021–March, 2022

Role: Senior Manager

Department: Finance & Accounts – Treasury and Banking

#### **Major responsibilities:**

- Handling the working capital facilities with the consortium of banks. Ensuring annual renewal and appraisal of the limits, preparation of CMA data
- Managing the treasury to ensure that the overall finance cost is low
- Managing the daily cash flows and ensuring that the same is in line with the budget. Deviations, if any, is to be tracked with the respective person and to keep the CFO updated on the same
- Managing good relationship with the banks
- Managing credit rating and surveillance procedures
- Managing audits like Agency for specialized monitoring (ASM), Stock audit, Due diligence.
- Ensure timely updation of all the work in the SAP

Srei Equipment Finance Limited (Srei Group – NBFC sector),Kolkata – From April, 2019- January, 2021.

Role: Assistant Manager

Department: Treasury Front Office

#### **Major responsibilities:**

- Liaise with Banks & Financial Institutions for raising funds by presenting the financials, Company information.
- Prepare/ monitor Company's various cash flow forecasts and perform financial modeling.
- Mobilizing funds through various instruments (Term Loan/ Cash Credit/Securitization) to fund the balance sheet growth of the Company.
- Managing & developing relationship with the senior/mid-level management of Banks & Financial Institutions.
- Assist in sharing information to Banks and other lenders for Credit appraisal activities.
- Manage and monitor the statutory requirements of the various regulators and adhere to statutory guidelines issued from time to time.
- Periodic presentations to top management on various treasury activities /strategies and approval for new strategies based on detailed assessment of market conditions.
- Able to work effectively at all levels of an organization and build strong relationships with team members, managers, and senior executives.

S.R. Batliboi & Associates LLP (Group firm under Ernst & Young),Bangalore – From March, 2017 – March, 2019.

Role: Executive

Department: Statutory Audit

#### **Key Learning:**

- Working knowledge of Indian GAAP and Ind AS. Checking compliance with reporting requirement as per CARO, 2016, Companies Act, 2013, and other regulatory requirements.
- Computation and verification of Income Tax of the company and its proper provisioning as per law. Verification of Indirect tax provisions and litigations relating to the same as per the Indirect Tax laws.
- Ensuring proper controls are at place in the Company, in alignment to the reporting requirement of ICFR as per guidelines issued by ICAI.
- In-depth review and evaluation of revenue and its related cost, trade receivable and payable, provisioning and other accruals, fixed asset and its depreciation Reconciliation of expenses and conducting fluctuation analysis for all the major heads of account.

- Performing purchase mix analysis, analysed each component of purchases like freight inwards, customs duty, goods in transit, overall reconciliation of purchase register with GL and inventory valuation.
- Review and rationalization of every clause of Form 3CD for the purpose of Tax Audit and ensuring its compliance with the Income Tax Act, including rationalization of TDS on all the expenses.

#### **Pre-Qualification:**

S.Jaykishan (Chartered Accountants), Kolkata – From February, 2012 – June, 2015

Role: Article Assistant

Department: Statutory Audit

Nature of Work	Industry	Major clients handled
Statutory audit	Iron & steel , Shipping	Progressive Metals Private Limited Bengal Shipyard Limited Polaron Marketing Limited
Tax Audit	Agriculture, Iron & steel	Apeejay Tea Limited Progressive Metals Private Limited
VAT audit	Manufacturing	MCCPTA India Corp. Limited
Internal Audit	Construction	Mani group

#### **Academic Qualification**

Qualification	College/School	University/Board	Year	Marks (%)
CA	ICAI	ICAI	Nov, 2016	52.5
B.Com (Hons.)	J.D. Birla Institute, Kolkata	Jadavpur University	2013	75.67
Higher Secondary	Mahadevi Birla Girl's Higher Secondary School, Kolkata	CBSE	2010	85.50
Secondary	Ashok Hall Girl's Residential School, Majkhali, Almora	ICSE	2008	82.20

#### **Computer Proficiency**

- Conversant with MS Office.

#### **Key Professional Achievements**

- Involved as a lead team member from the planning of the engagement, successful execution and final wrap up of the engagement along with the partner's review with high focus on final delivery with reporting directly to Director/Partner.
- Received spotlight award for contribution towards the successful completion of audit.
- Received token of appreciation from the partner and the team.

#### **Personal Details**

- Date of Birth - 16<sup>th</sup> July, 1992
- Gender - Female
- Marital Status - Married
- Husband's Name - Ankit Musaddi
- Interests - Dancing, Listening to Music
- Languages Known - English, Hindi and Bengali
- Passport No -J4849387