

# BANKE BIHARI GARG

Contact:+91-9071073111  
E-mail:bankebgarg@gmail.com



An ERP competent and dedicated professional having clear understanding of methods to work on for improving and maintaining company's financial health.

25 years of experience in working for different sectors in the capacity of accounts and audit specialist revolves around reconciliation of accounts, internal and external audit findings, corrections and recommendations to stabilize company's financial health with expertise in TALLY PRIME and SAP FI (Financial Accounting ) & MM(Material Management )

## CAREER HISTORY

DATE	DESIGNATION	ORGANISATION
April - 2023 to till date	<b>ACCOUNTS &amp; AUDIT SPECIALIST</b> <ul style="list-style-type: none"><li>■ Performing Accounting and Auditing procedures</li><li>■ Nullifying misstatements</li><li>■ Working closely with clients,banks,and internal teams to ensure compliance with regulatory requirements and company policies</li><li>■ Management of existing customers and their financial portfolios.</li></ul>	M/s. Jagvi Consultants Pvt. Ltd, Bangalore.INDIA  Client-Real Estate Developers, Educational Institution
April-2022 - March 2023	<b>ACCOUNTS &amp; AUDIT</b> <ul style="list-style-type: none"><li>■ Financial Account</li><li>■ Environmental Audit of Common/Captive Treatment, Storage and Disposal Facilities</li></ul>	M/s. Precize Management Consultancy Pvt. Ltd. New Delhi. INDIA  Client - Manufacturer of Automobile Spare Parts
Dec-2021 to March 2022	<b>MANAGER AUDIT</b> <ul style="list-style-type: none"><li>■ Safety Audit</li><li>■ Logistic Audit</li><li>■ Inventory Audit</li><li>■ Staff Management</li></ul>	M/s. Paradigm Integrated Facility Services Pvt. Ltd. Bangalore. INDIA  Client: Educational Institution
2015 - 2021	<b>MANAGER ACCOUNTS &amp; AUDIT</b> <ul style="list-style-type: none"><li>■ VAT Audit</li><li>■ Vendor Management, Logistic Management, Re-Order Level Management, FIFO Management, Inventory Audits</li></ul>	M/s. Neo Genesis International, Bangalore.INDIA  Distribution of premium FMCG products

1998-2015	<b>ASSISTANT MANAGER AUDIT</b> <ul style="list-style-type: none"> <li>■ Examine and evaluate the adequacy and effectiveness of accounting systems and assessing risks for organization's Central excise department</li> <li>■ Identifying and documenting business processes and controls in order to evaluate risks and implementing controls.</li> </ul>	M/s. Metore Products Bangalore. INDIA  Manufacturing of Ceramic Glaze and Pigments
1990-1998	<b>TRAINEE - ACCOUNTS</b> <ul style="list-style-type: none"> <li>■ Handle monthly, quarterly and annual closings.</li> <li>■ Reconcile accounts payable and receivable.</li> <li>■ Ensure timely remittance of Import Bill.</li> <li>■ Compute taxes and prepare tax returns.</li> <li>■ Custom clearance documentation</li> </ul>	M/s. Bengal Chemical Mfg. Industries . Kolkata. INDIA  Manufacturer and Importers of Non-Ferrous Metals & Chemicals

## QUALIFICATIONS

- 1993- Bachelors in Commerce, University of Calcutta. INDIA
- 1991-Higher Secondary ,West Bengal Board of Secondary Education. INDIA
- 1989-Secondary ,West Bengal Board of Secondary Education, INDIA
- Proficiency in MS-Excel, MS-Word, MS-Power-Point
- Accounting software Tally-Prime, SAP -FI & SAP-MM
- Cheese making from Holland in 1994 ,1996

## PERSONAL DETAILS

- Date of Birth : 12th November, 1970
- Languages Known Spoken & Written : English, Hindi, Bengali
- Address : 1032, Sobha Amethyst, Kanamangala, Whitefield Main Road, Bangalore-560067
- Marital Status: Married