

NILESH JAYWANT CHAVAN

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PERSONAL DETAILS

Date of Birth : 11th October 1972
Languages Known : English, Hindi, and Marathi.
Present Address : 107, Vijay Apartments, Ceaser Road, Amboli, Andheri (w)
Mumbai-58.

SNAPSHOT

- ✓ **Currently associated with Air India Ltd as Manager Finance Treasury Operation in Finance Department.**
- ✓ Involved in banking compliance of the company for India & abroad
- ✓ In depth understanding of aspects relating to Accounts and Administration.
- ✓ Completed certified course in ORACLE's ACCOUNTS PAYABLE, ACCOUNTS RECEIVABLE & GENERAL LEDGER
- ✓ Have operational knowledge of SAP GENERAL LEDGER
- ✓ Completed the project of CITI BANK on-boarding for AIR INDIA LTD in 12 countries in Jul 2023

ORGANISATIONAL ROLE

Treasury Role/Responsibilities

Since 2016- till date

- ✓ Involved in handling FCNR LOANS, SHORT TERM LOANS(STL), EXTERNAL COMMERCIAL BORROWING (ECB), BUYER CREDIT FACILITY, SBLC, BG etc.
- ✓ Knowledge of CASH FLOW & day to day funds utilisation
- ✓ Reconciliation of loan/credit facilities & other various accounts
- ✓ Handle forex transactions(INWARD/OUTWARD REMITTANCE) & compliance required for same to ensure the flow of FOREX FUNDS in rightful account with minimum delay and minimum exchange loss
- ✓ Knowledge of maintenance of necessary compliance for Accounts/Loans/Credit facilities/LEI as per the Banking norms
- ✓ Signatory updation, Company law & other statutory authorities for INDIAN & NON INDIAN accounts
- ✓ Implementation & maintaining of CORPORATE CARD facility for top officials of the company
- ✓ In Jul 23 completed the project of CITI BANK on-boarding for AIR INDIA LTD in 12 countries from opening the account, creation of User/Reports/Authorization profiles and mapping the fund flow to the respective accounts as per management policy/requirements, currently SYSTMEN MANAGER for CITI BANK, JP MORGAN corporate banking system for AIR INDIA LTD
- ✓ Knowledge of CORPORATE BANKING of CITI BANK, SBI, BOB, ICICI BANK, HDFC BANK

Accountabilities;

Finance:

- ✓ Managing the available resources and plan the utilization of funds in optimal use and planning for keeping the funds to its optimal use.
- ✓ Monitoring the accounting aspects like compiling and maintaining accuracy in business transactions of functionalities like airline billings, claims and allocation towards internal accounts of the company
- ✓ Accounting aspects in order to compile and maintain accurate business transaction of functionalities like Corporate Funds transfer within the company & with other Corporates/Entity/Authorities.
- ✓ Ensuring compliance to the organisational rules and regulations as laid down by authorities'
- ✓ Performing detailed Accounting Process which involves maintenance of records and book keepings and accountancy as per the corporate policy
- ✓ Analysis of financial accounts of the company
- ✓ Look into audit queries and also giving viable solutions.
- ✓ Involve in ERP Cell and active in functional aspects of AR & GL of ORACLE FINANCIAL module

- ✓ Operating knowledge of SAP GL & AP
- ✓ Look into audit queries and also giving viable solutions

Liaison;

- ✓ Liaising with the concerned authorities eg CCIL, for compliance
- ✓ Liaising with the concerned INDIAN BANKS for smooth operations of Fund Management.
- ✓ Liaising with the FOREIGN BANKS for necessary compliance in India & Abroad for smooth banking operations of the company .
- ✓ Updation of signatories in India & Abroad for all banks & providing necessary documents for same
- ✓ Maintaining, routing/pooling of CARGO/PAX REVENUE on BSP portal as per management decisions

Since Oct'94 with Air India Ltd

Previous Accountabilities;

1994-2007

- ✓ Handling all the verification functions of Cargo claim from foreign airlines.
- ✓ Correspondence and interacting with foreign airlines and IATA carriers .
- ✓ Correspondence with various station for CARGO Revenue Accounting
- ✓ Knowledge of Freight construction as per the TACT rate or bilateral agreements
- ✓ Handling AUDIT queries related to the CARGO ACCOUNTING.

2007-2010

- ✓ Involve in ERP Cell and active in functions and training of GENERAL LEDGER of ORACLE FINANCIAL module
- ✓ Involve in revenue interface accounting & reconciliation of GENERAL LEDGER
- ✓ Involve in generation of various MIS report catering to management requirement from ERP system

2010-2016

- ✓ While on deputation in AIR INDIA EXPRESS -Involved in revenue accounting applications and fund updation of agents (debtors) (All India level) of AIR INDIA EXPRESS
- ✓ Involve in revenue reconciliation, funds handling of collection account of AIR INDIA EXPRESS
- ✓ Analysis of financial accounts of specially revenue account & reconciliation of General Sales Agent(GSA) of Regions -GULF & SINGAPORE,MALAYSIA,SRI LANKA of the company
- ✓ Involve in revenue interface accounting
- ✓ Involve in generation of various MIS report catering to management requirement from ERP system
- ✓ Look into audit queries and also giving viable solutions.

HIGHLIGHTS

- ✓ In 1994 had joined finance department at lowest level as Accounts Clerk
- ✓ In 2004 got promote to post of Accounts Officer as per promotion policy based on annual performance appraisals
- ✓ In 2008 was promoted to management cadre in post Asst Manager(FINANCE) through internal promotion policy base on the candidates merits , performance appraisals & professional qualification
- ✓ In 2009 was part of ERP cell(core team) and was selected for certified course in ORACLE from ORACLE University which was sponsored by AIR INDIA LTD.
- ✓ In 2014 while on deputation in AIR INDIA EXPRESS had successfully handled the cut-over of General Sales Agent(GSA) Station-Singapore ensuring the smooth transition on Airline reservations system & Revenue reconciliation system
- ✓ From 2016 involved with treasury team for STL, ECB & BC facility
- ✓ Since 2020 involved in banking compliance for the organisation in India & abroad

ACADEMIC CREDENTIALS

1994	B.Com from Mumbai University and specialised in Financial Accounts.
1994	Diploma in Computer Programming (DCP) from NMIMS.
1999	Masters in Human Resource Development Management (MHRDM) from Mumbai University (Somaiya Management Institute)
2009	Completed certified course in ORACLE from ORACLE University which was sponsored by AIR INDIA LTD