

JAYDEEP VEKARIYA

CHARTERED ACCOUNTANT

Manama, Bahrain

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PROFESSIONAL SUMMARY

Group Internal Auditor at Ramee Group with over six years of in-depth experience on business process review, internal controls testing, finance & operational audit and Enterprise Risk Management (ERM). Logical, analytical, and resourceful problem solver proficient in leveraging internal strengths and resources to deliver solutions. Highly adaptable and committed to providing assurance to organization.

WORK EXPERIENCE

Ramee Group of Hotels

Seef, Bahrain

- **Group Internal Auditor (Sep-2019 to Present)**

Related Experiences:

- Managing Internal Audit department of entire group in Bahrain consisting Night Auditors, Internal Auditors and Audit Supervisors.
- Reporting directly to chairman for day to day audit observation and follow up with management for action plan.
- Identification of business opportunities across group and achieve profitability.
- Conducting forensic audit in various areas and issuing report related to fraud or errors.
- Preparation and implementation of detailed audit plan with expected outcome and timeline.
- Applying risk based approach to various processes and ensure effective control management.
- Implementation of ideas for cost saving and efficiency management.

Aditya Birla Management Corporation Private Limited (Part of Aditya Birla Group) Mumbai, India

- **Deputy Manager – Corporate Management Audit (Sep-2018 to Sep-2019)**

Related Experiences:

- Undertaking forensic and management audit assignments at various units of Birla group.
- Continues monitoring of various processes to identify control gaps and revenue leakage.
- Detailed review of manufacturing process and maximization of efficiency.
- Preparation of audit report & follow-up implementation of effective action plan.
- Co-ordination with Internal Auditor for timely completion of audit at respective locations.

Coromandel International Limited (Part of Murugappa Group)

Hyderabad, India

- **Deputy Manager – Internal Audit (Sep-2017 to Sep-2018)**

Related Experiences:

- Preparation of quarterly audit plan and ensure effective implementation of audit.
- Identify system gap and provide suitable control enhancement.
- Follow-up with auditees to obtain audit action plan and target date to ensure implementation of audit suggestions.
- Co-ordination and compilation of necessary information for audit committee meetings.
- Review of Internal Financial Control (IFC) and monitoring of key risks and controls.

Achievements:

- Conducted utility review and identified cost saving of INR 12.90 million.
- Identified fraud in the area of By-product sales & travel claims.

Atul Limited (Part of Lalbhai Group)

Valsad, India

- **Deputy Manager – Corporate Assurance (May-2015 to Sep-2017)**

Related Experiences:

- Execution of various financial internal audits such as Order to Cash, Procure to Pay, Accounts & Treasury and Expense Analysis.
- Conducting various process related audit such as Manufacturing Operations, Project & CAPEX, Repairs & Maintenance, and Inventory Management etc.
- Validation of IFC controls and monitoring of mitigation plan for high risk areas.

Achievements:

- Conducted Cash discount review and identified potential saving of INR. 1.5 million p.a.
- Prepared data analytics for 5 business process through BI tools and saved substantial man-hours.

Garden Silk Mills Limited

Surat, India

- **Deputy Manager – Corporate Assurance (Nov-2014 to May-2015)**

Related Experiences:

- Preparation of audit plan and execution as per management guidelines.
- Review and monitoring of Procurements, Logistics, Stock and Payroll processing.
- Preparation of MIS as per management requirements for various functions.
- Conduct various exercises as per management's requirements.

ARTICLESHIP

- Article Assistant at SNK & Co from Feb-2011 to Mar-2014. Handled various assignments such as Statutory Audit, Tax Audit, Indirect Taxation and Management Consultancy etc.

PROFESSIONAL CERTIFICATION

Chartered Accountant (CA) – May 2014

EDUCATIONAL BACKGROUND

Bachelor of Commerce in Accountancy and Auditing, 2013

Veer Narmad South Gujarat University, Surat.

Higher Secondary (12th Commerce), 2009

Gujarat Secondary and Higher Secondary Education Board

Matriculation (10th), 2007

Gujarat Secondary and Higher Secondary Education Board

SKILLS

- Proficient in Windows-based applications (MS Word, Excel, PowerPoint and Outlook).
- Operational knowledge of SAP, Oracle and ERP
- Working knowledge of various audit software & BI tools such as ACL, Pentana, Qlikview etc.
- Organized, can prioritize and work under pressure.
- Committed to professional and personal excellence.
- Ability to work with limited or without supervision.

TRAININGS AND SEMINAR ATTENDED

- **General Management and Communication Skills (GMCS):** Underwent 15 days GMCS programme conducted by ICAI. Learned and practiced Effective Communications, Team Building, Interpersonal skills, Presentation skills and Managerial skills.
- **Orientation Programme:** A comprehensive 6 days course conducted by ICAI to enhance knowledge and skills through discussion and case studies.
- **Attended Various National conventions in Surat, Mumbai & Baroda organised by WICASA.**
- **Participated in special camp of 'Swarnim Gujarat ni Asmita – Yuva Shibir' organized by National Service Scheme (NSS)**

HOBBIES

Travelling, Reading books, Blogging, Playing Guitar, Cooking and Swimming

PERSONAL INFORMATION

Date of Birth	15 th August, 1992
Marital Status	Married
Gender	Male
Languages Known	English, Hindi & Gujarati

REFERENCES

Available upon request