

ANADI SHANKAR YAGNIK

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Professional Summary

Senior Accountant with **12+ years** of experience across manufacturing, energy, logistics, and trading. Deep expertise in GST, TDS, and financial reporting, with a strong track record of designing Excel, Power Query, and VBA automation that reduces manual work and speeds up multi-company compliance. Focused on accurate filings, reconciliations, and continuous process improvement using rule-based automation deployed in production.

Core Competencies

Accounting & Compliance	GST (GSTR-1, 3B, 9) • TDS Management • ITC Reconciliation (2A/2B) • Bank & Ledger Reconciliation • Month-End Closing • Statutory Audit Support • Multi-Entity Accounting
Automation & Data	Tally Prime ODBC Integration • Web Portal Automation (TRACES) • Advanced Excel (Power Query/Pivot Table) VBA Macros • Work-flow Automation
Software	Tally Prime • Tally ERP 9 • Microsoft Office Suite • Google Workspace

Key Automation Projects (Developed In-House)

Direct-from-Tally TDS Compliance Engine

- Built a full-cycle system connecting Excel directly to Tally via **ODBC** to eliminate manual ledger exports.
- Auto-calculates interest, late fees, and flags “No PAN” entries for higher deduction (Section 206AA).
- **Impact:** Reduced typical 3-4 days manual TDS cycle to about **1 working day** across 8 group entities (FY 2025-26).

Bulk TRACES PAN Verification Tool

- Designed an Excel tool integrating with the **TRACES portal** for bulk PAN validation.
- Instantly flags “Inoperative” PANs (Aadhaar not linked) to ensure correct tax deduction rates.
- **Impact:** Reduced verification time for **50+ PAN records** from ~4 hours to **15 minutes** during Q1-Q2 2025.

Automated Loan Repayment Tracking

- Built a system to auto-generate EMI schedules, track real-time outstanding balances, and send reminders.
- **Impact:** Achieved **>95% tracking accuracy** over 1 -8 years of loan data and eliminated missed payments.

Optimized Receivables Dashboard

- Implemented an aging dashboard using **VLOOKUP, INDEX-MATCH, and Pivot Tables**.
- **Impact:** Improved visibility into outstanding dues and accelerated collections through structured follow-up.

Professional Experience

Senior Accountant

RBP Energy (India) Pvt. Ltd.

Jul 2025 – Present

Raipur, Chhattisgarh

- Leveraged multi-company TDS automation and Excel-based dashboards to cut group TDS working from several days to about 1 day for 8 entities.
- Own end-to-end GST/TDS compliance (GSTR-1/3B/9, TDS workings and reconciliation) for all group companies.
- Prepare structured reconciliations and schedules that reduce audit queries and turnaround time for statutory and internal audits.
- Manage monthly and year-end closing for ledgers, tax provisions, and compliance reporting across the group.

Senior Accounts & GST Compliance Officer

Lupin Gases Pvt. Ltd.

Oct 2022 – Jun 2025

Raipur, Chhattisgarh

- Built Excel/Pivot Table-based GST reconciliation templates that cut monthly reconciliation time by roughly 50% and improved ITC recovery.
- Handled full-cycle GST compliance, including preparation and filing of GSTR-1 and GSTR-3B and creation of ITC reconciliation report (2A/2B).
- Assisted Accounts Manager in audits by preparing data as per auditor requirements.
- Supported month- and year-end closing for GST liabilities, ITC tracking, and compliance reporting.

Senior Accountant

New Bombay Paper Mills Pvt. Ltd.

Jun 2020 – Sep 2022

Navi Mumbai, Maharashtra

- Prepared and filed GST returns (GSTR-1 and 3B) and reconciled ITC and tax liabilities against Forms 2A/2B/8A.
- Prepared depreciation, fixed asset, and tax reconciliation schedules to support statutory audit.
- Supported monthly and annual closing, ensuring accuracy of indirect tax and expense provisions.
- Verified import purchase data and ensured accurate IGST entries using bills of entry and 2B Data.

Accounts Executive

New Bombay Paper Mills Pvt. Ltd.

May 2017 – Jun 2020

Navi Mumbai, Maharashtra

- Developed loan EMI, cash flow planning, and receivables dashboards in Excel, improving visibility of collections and upcoming obligations.
- Handled day-to-day accounting, GST reconciliations for export/interstate/intrastate sales, and basic TDS workings.
- Provided reconciled ledgers and bank statements to support internal and statutory audits.
- Assisted with monthly closing by posting routine journals and reconciling bank and control accounts.

Accounts Assistant / Billing Executive

Seth Banshidhar Kedia Chawal / Jain Transport / Global Packaging

Jul 2013 – Dec 2016

Chhattisgarh

- Used Excel and Tally-based billing templates to manage end-to-end sales order, invoicing, and LR billing processes.
- Maintained accurate input/output records to support tax and compliance documentation handled by senior staff.

Education & Professional Development

Bachelor of Commerce (B. Com)

Indira Gandhi National Open University (IGNOU), Distance Learning 2017
(Discontinued to pursue full-time career)

Higher Secondary School Certificate (Commerce)

Chhattisgarh Board of Secondary Education (CGBSE) 2012

Professional Development:

Completed: Advanced Excel & VBA for Business (2023)

In Progress: Data Analysis with Excel & Power Query (2026)

Personal Details

DOB: 11 Dec 1993

Languages: Hindi, English, Odia

Status: Married