|  |  |
| --- | --- |
| P  P | |
|  | |
|  | |  | | |
|  | +27 84 799 9304 | |  | Professional Profile |
|  | shanti3.pillay@gmail.com | |  |  |
|  | Johannesburg | |  | Accomplished Group Finance Manager in the Global Environment. Previously managed £7.3m in Income across 5 International Locations at Actionaid International and $6m across 4 International Locations at CLEAR Global. Performance, deadline, and objective driven individual with a skillset to ensure efficiency in processes and intuitive problem-solving capabilities. Communication and interpersonal skills to form and develop long lasting relationships with colleagues spanning locations and titles. |  |
|  | www.linkedin.com/in/preshanti-padayachee/ | |  |  |  |
|  |  | |  |  |  |
|  |  | |  |  |  |
|  | | |  |  |  |
|  | | |  |  |  |
| Skills Bank Platforms  8/10  Microsoft Office  8/10  Google Suite  8/10  8/10  BI Q&A  Accounting Packages  8/10 EducationPostgraduate Diploma in Accounting SciencesUniversity of South Africa 2013 Bachelor of Commerce - AccountingUniversity of Johannesburg 2005 Certificate - B-BBEE FundamentalsBEESA September 2022  P P | | |  | ExperienceSenior Finance ManagerCLEAR Global – February 2023 to February 2024 Complete Financial Management of CLEAR Global including Translator Without Borders Ireland and Financial support to TWB Bangladesh and TWB Nigeria. Taken over the role of both the CFO and the HoF. Member of Senior Leadership Team.   * Preparation of Group Consolidated Monthly Management Accounts. Monthly presentation to the CEO and quarterly to the Board. * Cashflow management and continuous update shared with the CEO. * Manage and track funds from USAID, EU, Individual Donors, USAID Reporting. * Managing the team to ensure month-end processes are carried out timeously and monthly balance sheet reconciliations are completed and reviewed. * Manage the Audits for CLEAR Global as well as TWB Ireland and support and sign off for the audits of the country offices and programs/projects. * Managing a Finance System Change including the procurement and allocation systems linked to the Finance System. * Managing the Finance Procedures and Processes Documentation/Manuals and updating as and when necessary including Procurement. * Managing the relationships with the banks and outsourced payroll service providers. * Approval of payments on the various bank platforms including BoA, Paypal, Citizens, Western Union, Transfer Wise. * Manage the Budgeting and Reforecast Process for the Organization. * Final Review of the Financial Reports to Donors and Financial support on all Finance information shared. * Review of salaries and payments thereof to international staff. * Review and management of Grants and Contracts including tracking of funds. |

### Global Secretariat Finance Manager (Group Finance Manager)

##### ActionAid International – December 2017 to 31 January 2022

Financial Management of the Global Secretariat (encompassing offices/hubs in Johannesburg, London, Brussels, Nairobi, and Bangkok).

Manage 8 staff across locations (2 direct)

Director of the Johannesburg Entity.

* Monthly Review and analysis of Management Accounts for the GS including the Income Statement, Income Analysis, Funds for Distribution, Balance Sheet, Management Report and Variance Analysis for the 40+ Cost Centres. Shared with Senior Management for decision making purposes.
* Management of the Audits and Statutory Requirements of the Registered Offices in the GS which include Tax Exemption Certificates, Submission to the local administrations such as SARS, KRA, Ministry of Labour, CIPC etc.
* Supervision of the Financial Planning and Reforecast process for the GS and the 40 + cost centres and consolidation thereof.
* Continuously review, evaluate, develop, and implement internal controls and processes throughout the GS hubs and promote alignment between the locations for a standardized approach.
* Month End and Year End Management in line with Organization timelines and processes. Balance Sheet Reconciliation Review and Ledger Review for the GS Hubs on a monthly and annual basis.
* Oversight over the recharge process between countries and the GS.
* System Change – Global Secretariate sign off and managing team on new system and piloting new system
* Bank Signatory reviewing salary, country, supplier etc. payments and authorizing on banking platforms across Hubs and in various currencies.
* Cash Flow review and analysis for the GS in various currencies

### Planning and Reporting Analyst – Acting Up to Manager Role from April 2016.

##### ActionAid International – April 2015 to November 2017

* Preparation of +- 40 Monthly Management Accounts. Meetings with Budget Holders regarding the accounts and ensuring corrections and variances are recorded accurately.
* Salary Analysis completed for all staff in the GS (180 staff members). This includes exchange rate calculations and identification of in country policies applicable to staff.
* Planning and Reforecast Finance Focal person which includes creating templates and guidelines for the GS Budget Holders. Managing the full function of these processes up to consolidation level for decision making purposes.
* Review Grant Requests for Investment in countries and provide necessary analysis to Head of Finance for review and sign off.
* Supporting Project Accountants and signing off reports, review and sign off on spend on projects.
* Reviewing quarterly reports provided by 44 countries to ensure accuracy and completeness in line with aggregation processes.
* IATI Reporting for the GS.
* Redundancy/Severance payout review including calculations and in country legislation for severance pay.
* Forex Maintenance on system and monthly schedules sent to countries.
* INGO reporting and requirements from a finance perspective
* Strategy development cost analysis.
* Cost saving Analysis, year on year, budget/ forecast/ actual.
* Review of processes which require piloting not exclusive to Finance. Such as the travel centre, Procure to Pay. Etc.
* Review of Cash Flow of countries thereby authorizing approved payments according to their needs.
* Reviewing of payments, both local and international before processed and released.

|  |
| --- |
| ExperienceFinancial and Management AccountantActionAid International – February 2013 to March 2015  * Preparation of Management Accounts for Budget Holders, hosting meetings and correcting errors. * Project Accountant for international projects. Managing the project, accounts, disbursements and budgets. * Processing Recharges for the GS and Countries. * Balance Sheet Reconciliations. * Ledger Review and Corrections completed monthly for accurate accounts. * Reviewing documents for payment, including supplier invoices and expense claims. * Credit Card management for +- 15 Credit card holders within the GS. * Planning and Reforecast Finance Focal person which includes creating templates and guidelines for the GS Budget Holders. * Managing the full function of these processes up to consolidation level for decision making purposes.  Financial and Treasury Fund AccountantBowman Gilfillan – January 2010 to December 2011  * Monthly Balance Sheet Reconciliation for South Africa and Kenya, including Fixed Asset Register Maintenance. * VAT, PAYE, and Income Tax queries resolved with SARS. * Review all daily payments and ensure these are executed timeously. * Review Banking Processes and procedures and ensure these are maintained by the Johannesburg and Cape Town branch staff. * Aid with Audits including those of the trustee accounts. * Ensure all monies to be invested comply with the Law Society Rules and all documentation, FICA and mandates are obtained and approved. * Establish and roll out new procedures and processes to be complied with ensuring efficiency within the banking department. * Managed 6 staff members in Johannesburg and Cape Town.  Article ClerkSimarca Chartered Accountants – January 2006 to December 2009  * Completion of various returns to the South African Revenue Service (including VAT, PAYE, Income Tax, Provisional tax and STC) * Performing Audits from the planning stage to the drafting of the Financial Statements * Attending meetings with the partner and the client to finalize the audit and financial statements * VAT and PAYE reconciliations * Meeting with clients regarding personal tax returns, completion, and submission thereof * Completion of Financial statements for entities other than companies (including Close Corporations and Sole Proprietors) * Taxation calculations as well as advice regarding tax saving options given to clients. * SARS Queries and completion of Tax objections * Registration of Taxpayers * Bookkeeping duties for monthly clients   **Technical Skills**: Computer literacy in Microsoft Office, Google Suite, CaseWare, Pastel, Sage 100, QuickBooks Online, Internet Explorer, Office 365, Enterprise, 3E, Standard Bank Business online ( local and international),SUN, Vision XL, BI Q&A; Standard Chartered, FNB Online, HSBC Online, PayPal, Bank of America, Citizens, Western Union, Wise, INTL, TM1. HubSpot, Asana, Zoom, Teams SARS Efiling/Ufiling. |

P

P