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OBJECTIVE	
Seeking assignments in Financial Operations with a growth-oriented organization in Finance and Service Industry.	
PROFESSIONAL SNAPSHOT	
<ul style="list-style-type: none"> <li>F&amp;A professional with 9 years of experience in Accounting and Finance.</li> <li>Working with Bank of America as Team Leader from last five years in Global Finance Department</li> <li>Worked for 2.4 years in Cognizant Technology Solution in F&amp;A (Taxation &amp; Acc. Control- Record to Report)</li> <li>1.7 years of Experience in Genpact as a Tax Analyst - Withholding tax and VAT reports</li> <li>Developed knowledge and understanding of various systems via SAP FICO, PMS, Citrix, Bank, CorpSmart, Frontier Certification &amp; Blackline Reconciliation Tool.</li> <li>PGDM Finance (Regular) &amp; B.com</li> <li>Professional certification on Investment Banking by Wallstreet school</li> </ul>	
WORK EXPERIENCE	
BA CONTINUUM (BANK OF AMERICA) - F&A (Financial Analyst and Controller)	
TEAM DEVELOPER – June' 17 – May'20	GURUGRAM
TEAM LEADER – From June'20	(June'17 to Present)
<ul style="list-style-type: none"> <li>Review and report balance sheet accounts reconciliation (manual/automated) along with giving sign offs in reporting tool</li> <li>Review flow of activities in general and sub ledger and track outstanding transactions.</li> <li>Preparation of consolidation report for client and provide them monthly explanation for variation in Financial Reports such as Balance Sheet &amp; Income Statement.</li> <li>Analysis of balance sheet accounts and gap identification</li> <li>Analysis and testing of operating effectiveness of internal financial controls.</li> <li>Coordinating with governance (Audit) team to help them understand the reconciliation while performing the quality audit.</li> <li>Automated and improved processes through Alteryx</li> <li>Engaged in new migration from the onshore team</li> <li>Performed testing of new tools and report the issues/enhancements in the new tool</li> </ul>	
COGNIZANT TECHNOLOGY SOLUTIONS	
SENIOR PROCESS EXECUTIVE- – F&A (Tax & Accounting control-R2R)	GURUGRAM
	(Feb'15 to June '17)
<ul style="list-style-type: none"> <li>Preparing and posting of Journals associated with B/S and P&amp;L account in SAP</li> <li>Performing end to end process of verifying, posting and reconciling the claims process</li> <li>Preparing month end reports</li> <li>Performing Bank and Balance sheet reconciliation</li> <li>Researching and clearance of open items by providing contra matches in SAP</li> <li>Keeping rigors control over aged and expired items</li> <li>Generating daily/weekly/monthly SAP reports for management review and corrective action.</li> <li>Collaborating with onshore and offshore team to get transaction support</li> <li>Determination of Reverse charge</li> <li>Direct interaction with clients on call</li> </ul>	

GENPACT PROCESS ASSOCIATE- TAX ANALYST			GURUGRAM (July'2013 to Feb' 2015)
<ul style="list-style-type: none"> <li>Determine the withholding Tax status for the vendor on the basis of Tax parameter</li> <li>Preparing the consolidated segment level VAT return calculate the VAT for the company</li> <li>Exporting the report from SAP and importing in corpsmart software for different Expenses schedules and Asset's modules</li> <li>Analysis of various expenses line items to furnish correct and fair description as per SARS Requirement</li> <li>Preparing monthly deck and maintaining various trackers</li> </ul>			
<b>PROFESSIONAL CERTIFICATION:</b> <b>Certification Program on Investment Banking by The WallStreet School, New Delhi ( July' 2016)</b>			
Key Learning:			
<ul style="list-style-type: none"> <li>Performed <b>Company Valuations</b> utilizing               <ol style="list-style-type: none"> <li>Markets Approach (Relative Valuation – Trading Comps &amp; Deal Comps)</li> <li>Income Approach (Future Cash Flows - Discounted Cash Flows)</li> <li>Comfortable with private and public company valuations</li> </ol> </li> <li>Built fully-integrated financial statements projection models growth and carried out scenario and sensitivity analysis</li> </ul>			
<b>AWARDS AND RECOGNIZATION</b>			
<ul style="list-style-type: none"> <li>Won multiple silver and bronze award for taking new migrations and handling it independently</li> <li>Won superstar academy award as the best performer in getting Trained for offsite Transition</li> <li>Won Top Gun and spot award for best performance in Team during training period in Dec' 2013 and Nov'2015</li> <li>Won monetary award for excellent performance during the month May 14. Won bronze award in Sep'14</li> <li>Appointed as a CSR Spoc person in Genpact</li> <li>Involved in continuous improvement and automation of the pre-established process by introducing new improved methodology, also 2 Lean certified.</li> <li>Awarded Lean with basic six sigma bonze certification for Implementing automation Ideas for Business and operational development</li> </ul>			
<b>COMPUTER PROFICIENCY</b>			
<ul style="list-style-type: none"> <li>ERP Software: SAP FICO , Frontier Finance</li> <li>Reconciliation reporting tool: Blackline, EZREC and Frontier certification</li> <li>Tax Reporting tool: Corpsmart</li> <li>Boss, PMS</li> <li>Citrix environment software</li> <li>MS office, Lotus notes</li> </ul>			
<b>BUSINESS SKILLS</b>			
<ul style="list-style-type: none"> <li>Strong planning, organizational and team leadership</li> <li>Excellent project management and consulting</li> <li>Superior problem solving with vendors and business partners</li> <li>Confident and poised in interactions with individuals of all levels</li> <li>Proven ability to gather, collate and use data effectively</li> </ul>			
<b>ACADEMIC QUALIFICATION</b>			
DEGREE	YEAR	INSITUTE/UNIVERSITY	Percentage
PGDM(Finance)	2013	Jaipuria Institute of Management, Noida	70
B.Com	2011	Jagran College of Arts Science and commerce, CSJM University	61
Class XII	2008	S.P.S.EC. School, Kanpur	76
Class X	2006	S.P.S.EC. School, Kanpur	77
<b>HOBBIES</b>			
<ul style="list-style-type: none"> <li>Reading Novels</li> <li>Interacting and socializing with friends and peer group</li> <li>Travelling</li> <li>Playing chess and cricket</li> <li>Listening to soulful music and meditation</li> </ul>			