

Saravanan T

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Objective:

To seek a challenging position in a progressive organization that gives me challenges and opportunities to enhance my knowledge and hone my skills in accordance with latest trends and be part of a team that dynamically works towards the growth of the organization.

Qualifications

Course	Institution	University/Board	Percentage	Year of Passing
M.COM (CA)	Hindusthan College of Arts & Science	Bharathiyar University	83%	2011
B.COM	Hindusthan College of Arts & Science	Bharathiyar University,	78%	2009
Higher Secondary (XII):	A.L.G Matriculation Hr.Sec.School	State Board	86%	2006
SSLC	St. Antony's High School	State Board	86%	2004

Key Competencies:

- High degree of dedication and strong analytical skill
- Organized and have excellent inter-personal skill
- Willing to work in Shifts
- Well adaptive to stress and change
- Managed big team and handled pressurized situations we;;

Computer Proficiency

Windows 7, MS Office (Withheld the knowledge of MS Excel, MS Word & Power Point).
Worked in Oracle & SAP platform
Worked in Automation tools - Alteryx & Tableau

Experience:

Organisation: FIRST AMERICAN INDIA PVT LTD : (JUL 2011 - APR 2013)

Worked as a Acc0unts executive for **Finance - Accounts Receivables** process

1. Accounts Receivables
2. Bank and Cash Reconciliations
3. Order Management, Payments and Policy entries
4. Batch Receipts / Cash application process & Month end reporting

Organisation: FORD MOTOR COMPANT PRIVATE LTD (APRIL 2013 – Till date)

Department: Receivables:

Role: SME (as of now):

- Joined as entry level team member
- Handled teams for JAGUAR, Volvo, Europe, North America & Ford India receivables
- Currently senior analyst handling Asia Pacific receivables – Australia, New Zealand
- Handled 16 entities collections & aligned activities
- Prepared bad debts provisions, management reporting aged receivables report, delinquency report and senior management portfolio report.
- Analysis on Balance sheet variance and Flux analysis on Variance accounts
- Hosted meeting with customer as well as with senior management
- Reduced bad debts reserves
- Maintained lowest overdue receivables in all entities
- Handled high turnover customers like Jaguar, Land-Rover and Volvo
- Worked in various streams like Cash application, Credit Administration, Billing, Payables and Reconciliation
- Skilled on Automation tools like Alteryx
- Reduced significant number of escalations in critical entities

Achievements:

- Completed 11 Kaizen projects
- Received “ROCKING EAGLE” award for excellent performance in Production and Quality for the month of Nov-2011 and Mar-2012
- Received appreciation from Ford CFO for maintaining all time low past dues for Britain Direct sale customers
- Top achiever candidate for Five consecutive year (2014, 2015, 2016, 2017 & 2018)
- 2015 1st quarter Asia Pacific region award winner for achieving all time low in Jaguar & Land-rover past due receivables
- 2016 3rd Quarter Asia Pacific region award winner for handled critical OIC's
- Reduced workload by applying innovative ideas into the process
- Handled month close journals & reconciliation

Others:

Apart from the above, I have also enriched my knowledge in,

- ❖ Presentation Skill with top level Management in various project discussions.
- ❖ Having written communication with top as well as lower level employees in the company.
- ❖ Handled calls with Asia Pacific, European, North American customers.
- ❖ Handling subordinates by resolving their queries and work allocation.
- ❖ Conducted Knowledge sharing sessions with the department as a whole.
- ❖ Various inter-department operations and resolving queries.
- ❖ Organized many official outings successfully
- ❖ Team building activates, initiated ownership mind-set among the team members
- ❖ Created co-ordination between team members
- ❖ Lead a team for community development activities
- ❖ Knowledge on Automation tools like Alteryx and completed to 25 projects
- ❖ Knowledge on Tableau tool and completed 2 big metrics for Top Management and analysis which helped company to increase cash flow.

Sports:

- Won 3 medals in State-level power lifting and Body building competitions
- District level Volley ball Player

I hereby declare that above mentioned particulars are true to the best of my knowledge and belief.

Date:

(Saravanan T)