

SAYYAM ATUL DOSHI

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SUMMARY

Analytical finance professional with 1+ year in accounting operations and a strong computer science foundation. Skilled in reconciliations, GST processes, financial analysis, and data-driven insights. Known for accuracy, timely delivery, and cross-functional collaboration. Seeking to apply quantitative and technical skills to valuations, portfolio work, and transaction support.

PROFESSIONAL EXPERIENCE

Accounting Intern, Shinde & Associates Jan 2025 - Present

- Led GST return filing and invoice processing with 15% reduction in processing time through standardized reproducible steps.
- Optimized bank reconciliations, identifying discrepancies to ensure 100% accuracy in monthly closings.
- Assisted in maintaining accounts payable and receivable, improving data integrity across financial records by 12%.
- Produced monthly financial statements and reports, delivering insights to finance team within 3 days of month-end.
- Collaborated with cross-functional teams to ensure accurate financial data and timely reporting

PROJECTS

EMPLOYEE PERFORMANCE & HR ANALYTICS DASHBOARD Jan 2023 - Jun 2023

- Transformed raw HR data (performance, attendance, training) into actionable insights, automating summary reports and visualizing KPIs.
- Technologies Used: Excel (Advanced), Power Query (M), PivotTables, Slicers, Dynamic Charts, and advanced formulas (XLOOKUP, SUMIFS).
- Result: Improved reporting efficiency and enabled data-backed strategic decision-making.

SKILLS

Accounting & Finance: Tally ERP 9 · GST · Invoice Reconciliation · Payroll · TDS · Journal Entries · Financial Reporting

MIS & Data Analytics: Excel (Advanced) – Pivot Tables, Power Query, Charts · Reporting Automation Dashboards Data Cleaning · Data Analysis · Problem Solving · Documentation

Technical Tools: Tally ERP 9 · MS Excel · PowerPoint · Basic SQL

EDUCATION

Master of Computer Science, June 2023 - May 2025
Tuljaram Chaturchand College, Baramati, Dist Pune 413102

Bachelor's of Computer Science, Sep 2019 - June 2021
Tuljaram Chaturchand College, Baramati, Dist Pune 413102

ADDITIONAL INFORMATION

- **Certifications:**
Tata Group - Data Analytics Job Simulation, Forage
Citi - Markets Quantitative Analysis (MQA) Job Simulation, Forage