

GAGANDEEP DHALIWAL

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TARGET ROLES

Financial Systems Analyst • ERP Administrator • Techno-Functional Finance Consultant • Business Systems Analyst (Finance) • Accounting Systems Specialist • Payroll & ERP Integration Analyst

PROFESSIONAL SUMMARY

Accounting & IT professional with 5+ years of experience in bridging financial operations and enterprise systems administration. Proven expertise in full-cycle AP/AR, payroll, budgeting, and audit readiness prepared with advanced ERP administration, process automation, and data analytics. Skilled at integrating accounting workflows with IT systems to improve efficiency, accuracy, and compliance. Adept in ERP implementation, system integration, SQL-based reporting, and Power BI dashboard automation. Recognized for fast-track promotions, cross-functional problem solving, and delivering audit-ready results in high-volume, deadline-driven environments.

CORE SKILLS & TOOLS

Accounting & Finance Systems:

Microsoft Dynamics 365 Finance & Operations • Dynamics GP (including Report Writer) • SAP • CentreSuite • Banner ERP • QuickBooks • Sage 50 • TMW • Papersave • Emburse • Chrome River (expense & invoice management) • Smartlist Reporting • TimeClock Plus • ADP • Crystal Reports • PeopleSoft Financials • PeopleNet • Convera (international wire & multi-currency payments) • Banking Platforms (EFT & online payments)

IT & Technical Tools (Finance-Focused):

SQL • Power BI • SSRS (SQL Server Reporting Services) • Microsoft Access • SharePoint • Microsoft Visio • Lucidchart • draw.io • HTML • CSS • MySQL • Oracle Database • Chrome DevTools • Windows Server tools • Remote Desktop tools (TeamViewer, RDP) • Microsoft Office Suite (Excel, Word, PowerPoint, Outlook) • Git • GitHub • VS Code • TDX (TeamDynamix) Ticketing Platform

PROFESSIONAL EXPERIENCE

University of the Fraser Valley – Financial Services — 3 mo (Abbotsford, BC)

Officer, Accounts Payable — May 2025 – Present

- Manage full-cycle accounts payable, processing high-volume invoices, verifying documentation, and reconciling vendor statements.
- Ensure accurate coding of expenses to proper cost accounts in compliance with GAAP and institutional policies.
- Administer EFT and cheque disbursements; reconcile AP sub-ledger to the general ledger.
- Leverage Banner ERP and CentreSuite for invoice processing, expense reporting, and automated workflow tracking.
- Provide system training to end users on AP processes, expense management systems, and policy compliance.
- Collaborate with IT and finance to implement process improvements, reducing cycle time and improving reporting accuracy.

Friesen Group of Companies — 1 yr 7 mo (Abbotsford, BC)

Senior Accounts Payable & Payroll Administrator — Oct 2023 – May 2025

- Processed 60+ invoices daily and managed payroll for 80+ employees across 10+ entities.
- Administered AP and payroll across multiple companies including Clearbrook Grain, Excel Feeds, and Nature's Pride Nutrition.
- Managed EFT and cheque disbursements, utility bills, vendor reconciliations, and sub-ledger closings.
- Led budgeting, forecasting, and GST audit preparation.
- Acted as backup for Operations Accountant, supported Controller with GL reconciliations and year-end.
- Implemented reporting automation using Papersave, Dynamics GP, and Power BI.
- Developed and implemented updated Accounts Payable policies to improve process efficiency, accuracy, and compliance across multiple entities.

Additional Responsibilities:

- Acted as liaison between the AP team and IT Manager during Papersave implementation, translating AP requirements into system configurations.
- Collaborated with the AR team to customize Dynamics GP invoice templates for improved formatting and delivery to customers.
- Assisted Controller in audit preparation, ensuring compliance documentation and reconciliations were complete and accurate.

- Underwent training to step into the Payroll Manager role, gaining end-to-end knowledge of payroll processing, compliance, and reporting.

Triple Eight Transport — 1 yr (Abbotsford, BC)

Senior Accounts Receivable Officer — Jun 2023 – Oct 2023

- Managed end-to-end AR processing, credit control, and collections, while providing cross-functional support to AP and payroll.
- Maintained AR aging reports, reconciliations, and month-end journal entries.

Accounting Clerk — Oct 2022 – May 2023

- Processed invoices, matched POs, and scheduled vendor payments via EFT and cheque runs.
- Maintained AP/AR records and supported payroll processing using PeopleNet.

EPro Consultants Ltd. — 1 yr (Abbotsford, BC)

Accounts Payable & Receivable Specialist — Jun 2022 – Oct 2022

- Managed AP/AR workflows, bank reconciliations, and GL entries while preparing reports for audits.
- Assisted with GST/HST remittance and financial documentation for compliance.

Office Administrator — Oct 2021 – Jun 2022

- Provided administrative and accounting support, including invoice entry, courier billing, and petty cash tracking.

McDonald's Canada — 4 yr 4 mo (Abbotsford, BC)

Manager — May 2018 – Sep 2022

- Promoted through multiple roles to lead shift operations, team training, and customer service excellence.

EDUCATION & CERTIFICATIONS

- Bachelor of Computer Information Systems, UFV — GPA: 3.67, Graduated with Distinction
Relevant Coursework & Tools: Databases (MySQL, Oracle) • Networking (Cisco Packet Tracer, PuTTY) • Information Systems Security (Kali Linux, firewall configuration) • Web Programming (HTML, CSS, JavaScript) • Programming (Python, Java) • Systems Analysis (Visio, Lucidchart, draw.io) • Microsoft Office Suite • SQL • Power BI
- Accounting Foundations: Bookkeeping — 2023
- IT Service Desk Careers & Certifications — 2023

- Certified Professional – Food Safety — 2021
 - Licensed Security Worker — 2023
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ADDITIONAL INFORMATION

- Portfolio: <https://gaganq.github.io/Portfolio/>
 - LinkedIn: <https://www.linkedin.com/in/gagandeep0dhaliwal>
 - Valid Class 5 Driver's License (BC) with personal vehicle
 - Willing to relocate anywhere within Canada
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PROFESSIONAL REFERENCES

- Doris Damato — Controller, Friesen Group of Companies | ddamato@cgmilling.com | (604) 504-5057
- Ron Sawatsky — Senior Accountant, Friesen Group of Companies | rsawatsky@cgmilling.com | (604) 504-5061
- Francisco Valencia, CPHR — HR Manager, Friesen Group of Companies | fvalencia@friesencompanies.com | (604) 504-5059
- Gurpreet Singh — IT Manager, Friesen Group of Companies | gsingh@friesencompanies.com | (604) 504-5069
- Gurjot Brar — President, EPro Consultants Ltd | gbrar@eproconsultants.ca | (778) 389-3819
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