

Mohammad Mujahid

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Profile Summary

B. Com graduate and ICMAI student with 1 year of strong experience in Order to Cash (O2C) operations at Accenture (US Foods process). Proficient in Accounts Receivable (AR), cash application, invoice processing, and payment reconciliation. Skilled in aging reports, collections, bank reconciliation and dispute resolution. Known for being customer centric and optimizing workflows. Tech-savvy and committed to strong Ethical Value's with strong communication and team skills. Quick learner, leveraging AI to boost efficiency and accuracy and focused on continuous upskilling.

Experience

Order to Cash Operations

Accenture (US Foods Project), October 2024 – Present

- Handled 100–150+ daily check payments, ACH and wire transfers using TANDEM and Versapay, matching open invoices from remittances, and applying transactions through proper GL coding
- Processed exceptions like Cash on Account, NSF, NSE Transactions, Stop Payment, Payment Discrepancy, Prepayment, and other special cases with extensive research.
- Used major U.S. bank platforms (Wells Fargo, US Bank, JPM, PNC, BofA) for retrieving cheques and remittance information, validating transactions, and ensuring payment traceability and generating reports and insights.
- Managed invoice processing and resolved disputes and flagged items for collections with detailed aging report tracking and communication follow-ups.
- Coordinated across Credit, AR, sales Co-Ordinator, Auto-Deduct team, District Managers and DSM's, customer support team, Customer and Clients to resolve payment reconciliation and service charge issues and Master data set ups.
- Drafted and Sent weekly Demand Notifications and Demand Letters via Quadrient Impress based on pending customer balances and dispute outcomes cross-coordinating with other teams.
- Managed 150+ Invoices and Statements queries with Customer and distribution set ups daily and automated repetitive tasks and invoice and statement retrievals using Excel macros, Kofax, AI cutting down manual workload Significantly.
- Maintained accuracy in bank reconciliation and compliance across workflow optimization activities and supported Month end Closures in a timely manner.

Accounting and Taxation Intern

K S Ramkumar & Co, Mar 2024 – Aug 2024, Bengaluru (On-site) | 6 Months

- Assisted in filing GSTR returns and managing client financials using Tally Prime and Compu Office
 - Conducted audits and inventory verification at Intek Tapes Pvt Ltd while supporting reconciliation and documentation
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Skills and Core Competencies

- **Finance Tools:** TANDEM, Versa pay, ISR, C Mod, Micro Dynamics Group, Quadrient Impress, Kofax Power PDF, MS DAX
 - **Process Expertise:** Order to Cash Cycle, Accounts Receivable, Invoice Processing, Dispute Resolution, Collections and Dunning, Demand Letters, Payment and Bank Reconciliation, GL Coding, Cash Application, Customer Aging Report.
 - **Platforms:** US Banking Portals (Wells Fargo, US Bank, JPMorgan Chase, PNC, Bank of America)
 - **Value Additions:** Customer Centricity, Business Ethics, Workflow Optimization, ICMAI Mandatory Trainings (SAP FICO, ERP Tally Prime, Quick Books, Sage, Xero, ZOHO Books, Power BI, Advanced Excel, E-Filing, Communication and Soft Skills), Foxtrot Practitioner, Emotional Intelligence, Skillsoft.
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Education

- Bachelor of Commerce (B. Com) | 2024 | Bangalore University | CGPA – 8.9
- ICMAI (Cost and Management Accounts) – Pursuing (2025)