

Neeraj Sajwan

Delhi NCR • +91-9718428627 • neerajsajwan91@gmail.com • www.linkedin.com/in/neeraj-sajwan

SUMMARY

Results-driven Finance & Accounting professional with 10 years of experience specializing in financial reporting, accounting, month-end and year-end closing, accounts payable (AP), accounts receivable (AR), (P2P and RTR process) and tax compliance. Adept at financial analysis, IFRS compliance, variance analysis, and internal controls. Proven track record of managing multi-entity financial operations across international markets and streamlining finance processes to enhance operational efficiency.

- Maintained high standards of accuracy and efficiency in **accounts receivable and payable processes**, adhering to company policies and procedures.
- Managed financial statements, including **trial balance, bank reconciliation reports, profit & loss accounts, and balance sheets**.
- Managed **yearly financial planning and monthly revenue forecasting**, encompassing all cost lines, headcount, compensation grid, capacity optimization, productivity targets, and utilization levels.
- **Redesigned financial systems and introduced internal controls** to eliminate variances and inconsistencies, resulting in streamlined processes.
- Executed **month-end closing processes**, managing **accruals and expense transfers** effectively; ensured 100% accuracy and completeness of accounts through rigorous monthly reconciliations, reducing discrepancies by 20%.
- Revamped the finance division for a medical college and its associated hospital, tailoring and personalizing SOPs with the Deloitte team and played a key role in **developing the monthly 3-statement model** and MIS for higher management.

SKILLS

- | | | | |
|----------------------------------|----------------------------------|----------------------------------|---------------------------|
| • Financial Analysis & Reporting | • Accounts Reconciliation | • Financial Process Optimization | • Cashflow Management |
| • Revenue Analysis & reporting | • Python | • SQL | • Variance Analysis |
| • Intercompany Reconciliation | • Accounts Receivables / Payable | • GAAP & IFRS | • Actual vs Budget |
| | • Month-End & Year-End Closing | • PowerBI | • Data analysis |
| | | • Tableau | • Accounts reconciliation |

EXPERIENCE

Fujifilm Microchannel Services Pty limited, Australia Finance Specialist – FP&A

11/2023 - Present

- **Led financial reporting & analysis** for three entities across Australia, Singapore, and New Zealand, overseeing a combined monthly revenue of **USD \$200K**. Delivered key performance insights, enhancing executive decision-making processes.
- Spearheaded **annual budgeting** and **monthly forecasting**, ensuring precise alignment with business unit goals and achieving **forecasting accuracy above 95%**.
- Monthly Intercompany reconciliation, e.g. ensure issuance of transfer pricing invoices
- Performed **variance analysis** on actual vs forecasted results, providing **20% improved cost control insights** for senior leadership.
- Monthly P/L and Balance Sheet review
- Developed and implemented detailed **cost & profitability analysis**, enhancing operational efficiency by **reducing non-profitable segments by 15%**.
- **Optimized marketing & operational expenses**, contributing to a **10% increase in overall profitability** through enhanced resource allocation.
- **Prepare country specific BS reconciliations**

Whiz Consulting Pvt. Ltd.– Noida Deputy Manager– Finance & Accounts

07/2022 – 10/2023

- Managed finance and accounting operations for **three high-revenue clients** (annual revenues: \$14M, \$10M, and \$5M), improving financial reporting accuracy and **shortening the month-end closing process by 30%**.
- Designed and executed **comprehensive budgeting** frameworks, enhancing financial visibility and delivering **expense control that exceeded targets by 15%**.
- **Improved cash flow management** by deploying strategic cash flow reports, resulting in **20% better cash utilization across multiple clients**.
- Engaged key finance stakeholders through **P2P, R2R, and O2C process workshops**, achieving a **15% improvement in process efficiency** and aligning operations with client goals.

Jamia Hmdard, New Delhi Assistant Manager- Finance & Accounts

05/2016 – 06/2022

- Developed a high-performance finance team of **10 specialists**, leading a process redesign that improved **financial accuracy by 35%** and reduced billing errors by **20%**.
- **Process Redesign and System Implementation:** Directed the development and deployment of new SOPs in the hospital and medical college, streamlining operations and ensuring adherence to regulatory standards; achieved a 30% increase in patient satisfaction scores and reduced errors by 20%.
- Directed the **financial close process**, achieving **99% accuracy** in reconciling bank and financial accounts, while reducing errors and delays in financial reporting.
- **Cash Management & Reconciliation:** Led a high-performing team in handling 2000+ daily Accounts Payable and Accounts Receivable entries, cultivating a culture of precision and efficiency that boosted financial accuracy by 35%.
- **Cash accounting & Reconciliation:** Manage reconciliation processes, guaranteeing accurate financial accounts by reconciling bank ledger with statements promptly; achieved 99% accuracy rate and simplified

financial reporting operations.

- Led internal audits, identifying and mitigating risk exposures that resulted in a **25% reduction in operational risks.**
- **Interunit Reconciliation:** Reconciliations of interunit balances to determine discrepancies, such as matching the accounts and bank statements, and identify any mismatch within the amounts.

LightO Technologies Pvt. Ltd. – Pune
Finance Trainee

05/2013 – 11/2013

Rooman Technologies – New Delhi
Administrative Manager

04/2011 – 07/2012

EDUCATION

Dayalbagh Educational Institute Agra, June 2014
Master of Business Administration; Major in Finance

Bharati Vidyapeeth Institute of Management & Research New Delhi, July 2011
Bachelor of Business Administration; Major in Finance

Google Data Analytics Certificate- Coursera 2025

Google Business Intelligence Certificate- Coursera 2025

Financial Analysis - University of Illinois Urbana-Champaign 2025

Annamalai University, New Delhi May 2021
PG Diploma in Finance & Taxation

NSE academy certification in Financial Markets New Delhi February 2020
Mutual Funds: A Beginner's Module