

# HUSEN PADHORA WALA

Reconciler

## Contact

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## Skills

- Active Listening
- Self-Motivated
- MS Office
- Written Communication
- Teamwork and Collaboration
- Organization and Time Management

## Languages

- English
- Gujarati
- Hindi
- Arabic

- A highly motivated & energetic individual with 1.5 years of experience in preparing General Accounting Reconciliations & currently pursuing M.COM & US CPA with excellent knowledge of US GAAP & Taxation.
- Looking for such kind of exposure where I could utilize my domain expertise, analytical & Interpersonal skills so as to catalyst in growth & success of the organisation.

## Work History

2021-02 -  
Current

### Process Associate

*Tata Consultancy Services, Ahmedabad*

- Preparing reconciliations on monthly basis for processes such as Accounts Payable, Escheatment, Commissions Payables & Claims.
- Posting reclass Journal entries to clear the outstanding accounts.
- Updating the Standard operating procedures as per the process followed on monthly basis.
- Prepare excel templates & Follow-up mail to onshore team for the outstanding aged (>61days) & material items (>1M\$) along with our findings in excel.
- Connecting with onshore to resolve the outstanding items & suggest them with solutions to clear those items.
- Take trainings on new tasks from team mates & provide trainings to new joiners & onshore people.

Achievements:

- Got Star of the Month award for excellence in work & maintaining a FPY of 100% for continuous 3 months.

## Education

2017-06 -  
2020-07

### BBA: Accounting And Finance

*GLS University - Ahmedabad*

## Certifications

2019-02

- Course on Computer Concepts

## Software

- Cadency
- Omniflow
- Match
- Dodeca
- MS Office

## Accomplishments

- Documented and resolved a lengthy reconciliation by implementing an Auto-Match rule which led to save 40+ hours of team work.

## Interests

- Community Volunteer
- Blogging

## Additional Information

### Key Projects:

- Done a Research Study Of Impact Of Demonetisation And Digital India Campaign On The Digital Payment Methods Used By Consumers & Retailers
- Prepare An Industrial Report Of Adani Wilmar Ltd

### Others:

- Having 3 years of experience in providing tutions to students till 9th standard with Maths being the primary subject.

## Hobbies

- **Teaching** - Develops communication & problem solving skills.
- **Travelling** - Makes one broad-minded & outgoing
- **Photography** - Makes one Artistic & Patient