# **SHARMIL DESAI**

#### **ACCOUNTS PROFESSIONAL**

### **MY CONTACTS**

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C6/502, Pramukh Greens, Chala, Vapi Daman Road, Vapi – 396191.

### **STRENGTH**

Positive thinker Adaptability

Smart worker

Problem solving

Hard working

Self-motivated

## **LANGUAGE**

**English** 

Hindi

Gujarati

### **COVER LETTER**

#### **ABOUT ME**

To obtain an accounting position where I will be able to contribute my skill, knowledge and experience to a company that will give me an opportunity to develop my career.

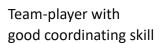
### **ACQURIED SKILLS**

Accounts Receivable, Cash Management, Data Analysis, Financial Reporting – MIS, Auditing, Bank Reconciliation, Debtors Reconciliation, Ageing Analysis, Skilled in SAP-FICO, Advance Excel Formulas, MS-Office, VBA Macro – by self-learning, Month End Provisioning, Journal Entries, Day to Day Accounting.

### Six Sigma Yellow and White Belt Certified

## **SOFT SKILLS**

Financial accounting, auditing, organization, & management



Ability to meet deadlines, confidentiality.

## **INTERESTS**













## **EDUCATION**

#### 2016 to 2018

#### **PGPCE + MBA**

Narayana Business School, Ahmedabad. With distinction, Major - Finance, Minor -Marketing.

#### 2013 to 2016

#### **B.Com**

Keshavji Bharmal Saumariya College, Vapi, (VNSGU)

-Completed with 5.7 Grade.

### **Higher Secondary School Certificate**

2012 to 2013

Saraswat international Academy, Vapi -Completed with 70%.

## **ACHIEVEMENTS**

- 3 Time most productive Performer of the Week
- 1 Fundamental Champ (Monthly)
- Pat on the back (Monthly)
- Nominated for shining star award.
- Nominated for Rising Star of the Quarter

## **EXPERTISE & SKILLS**

Expertise in Automation and Good hands on SAP FI module with VBA based Macro's.

Use Advance Excel capabilities, Including Pivot tables, lookups, complex formulas and graphing to streamline business.

## **SO**FTWARE KNOWLEDGE

SAP FICO

**ADVANCE EXCEL & FORMULAS** 

**MS-OFFICE** 

## **WORK EXPERIENCE**

1. Welspun Global Services Ltd. (Welspun USA)

Nov-2019 to Till Present

**Accounts Executive (AR Specialist)** 

2. <u>S&P Global Market Intelligence (Ahmedabad)</u>

Dec-2017 to May-2019

Data Researcher-I

## **PROFILE SUMMARY**

### Welspun Global Services Ltd. (Welspun USA)

#### Key Result Areas for AR-USA -

- Weekly reporting of invoicing/aging/cash receipts/invoice adjustments and Chargeback Reports.
- Process accounts and incoming payments in compliance with financial policies and procedures.
- Validate the invoicing information to enable timely and accurate invoicing and Timely reconciliation of customer balances.
- Perform accounting and financial closures of the month, meeting the deadline, ensuring the quality in the information based on pre-set schedule.
- Customer follow up to get on time payment, resolve discrepancy of customer to get payment without compromising quality bench marks.

**DSO Improvement** — Slashed average days sales Outstanding from 150 days to <70 days by daily of collection report and by implementing credit control SOP and assigning credit limit at the time of customer creation based on customer credit health checkup.

Banking and channel Finance – Daily reconciliation of the cash book.

- Record all journal entries of business channel and customer receipt to the ledger for cash deposit, with deduction charges.
- Prepare monthly bank reconciliation reports regarding all cash deposits to the banks and Identify and resolve unidentified cash and Reconcile and rectify all ledger accounts belonging to customers.

**MIS** – Weekly submission of debtors ageing report to sales/channel head for collection plan, Monthly cash flow based on collection report and overdue follow-up email, taking balance confirmation.

- Performing Customer's Passbook for checking sales and advertising, freight and deduction detail and submit to the management & customer
- Performing Cash discount working of customer and successfully recover wrongly deducted money from customer.
- Amazon seller central reconciliation weekly/monthly.
- Deduction of allowances validation and compare with provision.

**Reconciliation** – Preparing Weekly/Monthly reconciliation status reports of customer & other channels for management review.

**Provision** — Monthly closing of books and finalization of revenue number after review sales/return related provision and ensuring aging of provision <6 month.

**Carrying out other activities** — To ensure correct accounting of revenue from sales happening on various type of platform, Maintaining SLA of customers and cash management, Audit Co-ordinations and prepare monthly Backups and base files working for audit purposes.

- Month- ended Checklist to be followed and mentioned tasks to be completed by on time, Timely Settlement of CD as per SOP,
- Follow-up on customer/internal disputes, customer query/questions and working between departments to get a resolution.

## **S&P Global Market Intelligence (Ahmedabad)**

#### Key Result Areas for S&P -

- Analyzing & interpreting Financial Statement of Various companies and preparation of financial statements in standardized format.
- Timely Completion of Audit Fix, Client request, live maintenance tasks and other projects within other designated guaranteed date.
- Collaborate with Document Sourcing, Translation, Market Data Management and other teams to complete.
- Reviewing of observation reports & discussion of error in financial statement with the internal quality team.