




# SHARMIL DESAI

## ACCOUNTS PROFESSIONAL

### MY CONTACTS

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Vapi – 396191.

### STRENGTH

Positive thinker  
Adaptability  
Smart worker  
Problem solving  
Hard working  
Self-motivated

### LANGUAGE

English  
Hindi  
Gujarati

### EDUCATION

<b>2016 to 2018</b>	<b>PGPCE + MBA</b> Narayana Business School, Ahmedabad. With distinction, Major - Finance, Minor - Marketing.
<b>2013 to 2016</b>	<b>B.Com</b> Keshavji Bharmal Saumariya College, Vapi, (VNSGU) -Completed with 5.7 Grade.
<b>2012 to 2013</b>	<b>Higher Secondary School Certificate</b> Saraswat international Academy, Vapi -Completed with 70%.

### 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.

#### ACQUIRED 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

Team-player with  
good coordinating skill

Ability to meet  
deadlines,  
confidentiality.

#### INTERESTS



### 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.

## SOFTWARE 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. S&P Global Market Intelligence (Ahmedabad) 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.