

Akshay Aglave

📍 Tulasi,143,Swapnavishwa Park Society, Katraj Mantarwadi Road,Uruli Devachi , Pune-412308

✉ akshay.aglave@gmail.com

📞 9021906606

in <https://www.linkedin.com/in/akshay-aglave1993>

📅 13 Aug 1993

Profile

- A Commerce Post Graduate with an experience of over 7 years in accounting functions.
- A team player & works towards the accomplishment of a common goal
- Proactively identify & take initiative in resolving problems in the best possible manner

Skills

Oracle(PeopleSoft)

SAP S/4 HANA

SAP B1

ERP System

Tally ERP 9

Microsoft Excel

Professional Experience

Sep 2022 – present
Pune, India

Accounts Executive, Ubisoft Entertainment India Pvt. Ltd.

- Vendor Invoices checking and accounting according to GST norms and other direct taxes.
- Preparation of vendor ageing.
- Journal Voucher accounting in ERP.
- Vendor ledger scrutiny & reconciliation.
- Co-ordination with other departments for invoice processing
- Monthly Bank Reconciliation.
- Preparation of monthly TDS Working & payment.
- Preparation of quarterly TDS returns for non-salary deductions
- Monthly GST return data preparation and filling
- Monthly GST Reconciliation
- Checking and Settlement of Various Types of Expense Claims
- Assisting in Monthly Closing Activity
- Assisting in Group Audit, Statutory Audit, Tax Audit & Internal Audit by preparing required audit schedules.

Sep 2021 – Sep 2022
Pune, India

Executive-Finance, Indus Biotech limited

- Weekly & Monthly vendor ledger scrutiny & reconciliation
- PO and non- PO based invoice processing in SAP B1.
- Preparation of vendor ageing & release of payments(P2P)
- Monthly Bank reconciliation for all accounts
- Passing bank transactions in ERP system.
- Preparation of monthly TDS Working & payment.
- Preparation of quarterly TDS returns for non-salary deductions
- GSTR 2A Reconciliation
- Assistance in internal & statutory audits by preparing required audit schedules.

May 2016 – Aug 2021 Pune, India	<ul style="list-style-type: none"> • Assisting in preparation of monthly MIS • Passing month end & year end journal entries. <p>Senior Account Associate, Pravin Masalewale (Suhana)</p> <ul style="list-style-type: none"> • Team Member for Implementation of SAP (S/4HANA) • PO and non- PO based invoice processing in SAP (S/4HANA) • Weekly & Monthly vendor ledger scrutiny & reconciliation • Preparation of vendor ageing & release of payments to as per payment • Preparation of monthly TDS Working & payment. • Preparation of quarterly TDS returns for Salary and non-salary deductions • Disbursement of Form 16/16A to vendors / service providers and Employees • Providing the required documents to tax consultant for VAT/GST assessment. • Preparation of monthly data for GSTR3B, GSTR1 Return & follow up with consultant for filing the return. • Monthly calculation of GST RCM payable data & payment • Reconciliation of GST Input credit with 2A • Assisting in file for Annual GSTR 9 and 9C • Assistance in internal & statutory audits by preparing required audit schedules. • Assisting in preparation of monthly MIS • Passing month end & year end journal entries. • Correspondence with bank & tax consultants related to matters with departmental functions
Apr 2016 – Aug 2021 Pune, India	<p>Sr. Account Officer(Part Time), Sujit Bulbule & Co. (Tax Consultant)</p> <ul style="list-style-type: none"> • Preparation of Computation of Income and Income Tax Return filling. • Respond online Income Tax Notice received. • Projecting tax liability and calculation of advance tax payable. • Vat Audit. • TDS compliance. • GST Return & Reconciliation • Co-Operative Society Audit
Feb 2015 – Mar 2016 Pune, India	<p>Internship, S.P. Shah & Co</p> <ul style="list-style-type: none"> • Statutory Audit • Internal Audit • Physical stock taking and valuation as on the year end • Preparation of TDS, Service Tax, VAT and Income Tax Returns. • Preparation of Final Statements I.e. Balance Sheet, Profit and Loss Account

Education

2018 Pune, India	M.Com, Pune University
2014 Pune, India	B.com, S.P. College
2011 Pune, India	H.S.C, S.P. College
2009 Pune, India	S.S.C, Sadhana Boys School

Languages

English

Hindi

Marathi

Declaration

I hereby declare that the above information provided is true to the best of my knowledge and belief.



Akshay B. Aglave
Pune