



## Sonali Kharche

Results-driven professional with a strong background in **accounts payable and treasury activities**. Targeting a challenging role in the finance industry, leveraging my expertise in process improvement and operational efficiency, preferably in **Pune/ Mumbai/ Bengaluru**.



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### Profile Summary

- ❖ Have success with expertise of over 15 years with consistent track record of progression, repeatedly achieving goals and producing immediate improvements
- ❖ Conceptualized and implemented internal controls for whole AP process.
- ❖ Currently managing AP due to having end-to-end knowledge of accounts payable; previously worked as In-charge of data entry, validation, and processing of various types of invoices (subcontractor, employee travel reimbursements, Material and Service Invoices, Import Invoices) .
- ❖ Handling India Import Goods and Service Payments i.e. A1 and A2.
- ❖ Handling Treasury Activities.
- ❖ Prepared Cash Flows for understanding financial positions of current bank balances
- ❖ Prepared monthly forecast data, managed queries if there is any difference in forecast and actual payments
- ❖ Managed functions like accounts payable, treasury, clearance of bank reconciliation; acted as coordinator between HR and business for salary payouts
- ❖ Ensured that systems, policies, and procedures adhere to company policies while functioning with accuracy and timeliness
- ❖ Managed funds and other banking related activities
- ❖ Successfully defined KPIs & metrics for the team and ensured achievement of goals while collaborating with Senior Management Team in decision-making process



### Core Competencies

#### Accounts Payable Process

#### Fund Management

#### India Import Payments Process

#### Process Transitions & Migrations

#### Payment Proposals

#### Forecasting

#### Treasury Management

#### SAP Reports

#### Team Building, Mentoring & Leadership



### Soft Skills



### Education

- ❖ **2018:** MBA(Finance) from Mumbai University
- ❖ **2018:** Post Graduation: Diploma in Finance Management from Welingkar Institute
- ❖ **2009:** B.Com. from Mumbai University



### Software

- ❖ SAP
- ❖ Oracle
- ❖ Tally
- ❖ MS-Excel & PowerPoint



### Career Timeline(Recent 4)



## Work Experience

**Jun'18 – Till Date: Johnson Controls India Private Limited**

**Growth Path:**

**Sr Accountant (Jun'18-Present)**

**Role:**

- ❖ Leading a team of AP analysts, providing guidance, training, and performance evaluations.
- ❖ Process Standardization and automation.
- ❖ Monitoring and preparation of detail process SOPs.
- ❖ Having knowledge of Preparation and Processing of Local Payments, Employee Payments, Card Payments.
- ❖ Directing Treasury Work for organization which includes Daily Fund Management, E-banking Access, Preparation of Board Resolutions, Completion of RBI requirements for Company, On-boarding process for authorized signers, Selling of USD balance at month end.
- ❖ Playing a key role in managing Import Payment Process for India, which included **A1 (Material Payment), A2, (Service Payment), MTT (Merchanting Trade Transaction Payment)**
- ❖ Managing vendor queries, reconciliations, business queries and helping them to understand and resolve the issue.
- ❖ Co-ordinating with vendor master team in order to update the vendor data accurately.
- ❖ Working as coordinator between business and bank; arranging all required documents from bank based on business requests as a part of treasury activities.
- ❖ Forecasting cash flow positions, related borrowing needs, and available funds for investment
- ❖ Managing monthly reporting such as FX Revaluation, AP Aging, GRIR Report, KPI related data.
- ❖ Preparation of AP review presentations as and when required.
- ❖ Played a key role managing Supply Chain Finance (Vendor Discounting Product)

## Previous Work Experience

**May'14-May'18: Clariant India Limited as Team Lead(International Transition)**

**Jun'12-Apr'14: Tata Consultancy Services as Process Associate (Domestic Transition)**

**Dec'09-Jun'12: Intelenet Globle Service Private Limited as Process Analyst (Domestic Transition)**

**Dec'06-Mar'08: N.K.T. College as Accountant**

## Notable Accomplishments across Career

- ❖ Bagged **PBC Lifeline Award** in the month of Feb'23
- ❖ Received **Best Team Award** for the month of May'22 for providing the AP forecasting data on timely manner with accuracy
- ❖ Attained Best Performance award for quarter of Sep'21 (for managing treasury work smoothly, for closing all open line items in BRS consistently, managing board resolution work smoothly) in Johnson Controls India Private Limited
- ❖ Recognized with **Special Recognition Award** for the year 2016 in Clariant India Limited for implementing the GST process for Singapore which helped to save time of processing
- ❖ Won **Quarterly Best Performer Award** for the month of November'2014 (for successfully migration of accounts payable process-Malaysia) & November'2017 (for participation in GST implementation process of India) in Clariant India Limited
- ❖ Bagged **Best Performer Award** for the month of August'2012 in Tata Consultancy Services

## Personal Details

**Date of Birth:** 09<sup>th</sup> November 1988 | **Languages Known:** English, Hindi & Marathi | **Current Address:** A-605, Hollyhock Citi, Kate Moze Associate, Loahgaon, Pune – 411047, Maharashtra