

Vijay Laxman Lohar

Flat No 16, 3rd Floor, Sarthak Apartment, Near More HP Petrol Pump, NDA Road, Shivane Pune 411023.

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Career Objectives

To get an opportunity where I can make the best of my potential and contribute to the organization's growth.

Highlights

Have got 9 years of experience in Finance and Accounts.

Knowledge & Experience - SAP , TAP, Ariba, Tally, MS Office, Excel formulas & Pivot table, Word & Power BI.

Work Experience**Accounts Payable (AP)**

Ensuring deliverables in AP includes supplier / vendor payments processing, Payment proposal preparation, Automatic payment proposal preparation & execution, Vendor reconciliations, GL reconciliations, Communication with stakeholders & vendors for Vendor debit amount clearing, Manual payments initiation, Actioning on Urgent Payment Requests, Cross verification of bank details in vendor masters, follow up for missing invoices, Identify Duplicate payments and follow up for refund, Dashboard preparation & presentation - Power BI. Invoice processing - PO & Non-PO, Debit note posting, Invoice queries, Days purchase outstanding, analysis of duplicate and excess payments, Invoice and Payments matching and clearing, forecasting reports preparation, batch run execution, 2 way match, 3 way match, provide supporting documents for audits, help with implementing additional controls where needed, monitor supplier/vendor account.

Accounts Receivable (AR)

Ensuring deliverables in AR includes cash/credit invoice processing, Customer account reconciliations, Credit note posting, Invoice queries, Cash application, Analysis of advance payments, Days sales outstanding reports, invoice and payments matching and clearing, customer ageing analysis, dunning/outstanding letters, Follow up with customer for due/over due invoices

General Ledger (GL) and Reporting

Month Closing - Books opening/closing activities, Bank sub ledger posting & clearing, clearing payroll GL, Tax ledgers

Capital Accounts - Owners expenses posting, P&L Journal entries to partners capital account, partners Contribution

Fixed Assets - Capitalization and Depreciation calculations and posting

Balance Sheet Reconciliation - Investigation, Reconciliation and providing comments for each open line items

Taxation Reconciliation - Booking monthly tax set off entries, Input & output tax calculation and postings

Accruals - Bookings expenses for the relevant months which are not paid/recorded in the systems

Bank Reconciliation - Matching bank books with bank statement as per value dates, clearing bank sub ledgers

Taxation

GST Returns(GSTR1, GSTR3B) , VAT Returns, Income Tax Returns & TDS Returns preparation and filing.

MIS Reports

Preparation of sales data analysis, Purchase data analysis, Inventory data analysis, Inward/Outward data management

Transformation

* 1 remote migration/transition successfully completed - NielsenIQ (Feb 2021 - April 2021)

Process Improvements

*Reduction vendor debit amounts (Aged line Items)

*Recovery of vendor duplicate payments

*Recovery of customer outstanding well in time

*Active involvement in implementing projects

Achievements

*Award - Certification of Appreciation - For Outstanding Performance & Lasting Contribution To the Team - Jan 2023 - NielsenIQ

*Simple Excellent - Silver Award - 2nd Quarter 2021 - NielsenIQ

*Simple Excellent - Team Award - 2nd Quarter 2021 - NielsenIQ (Team Contribution)

Qualification & Other Courses

*Graduate in Bachelor of Commerce - Year 2015, Shivaji University, Sahakar Bhushan Hon. SK Patil, Kurundwad Kolhapur

*Accounting Foundations: Understanding the GAAP - Online Course - LinkedIn Learning

*SAP Financials Essential Training - Online Course - LinkedIn Learning

*SAP Accounts Payable Boot Camp - Online Course - LinkedIn Learning

*Power BI Essential Training - Online Course - LinkedIn Learning

Employment Summary

Employer Name	Employer Type	Designation	Working Period
NielsenIQ - Nielsen India Private Limited	Information, data, and market measurement	AP Associate (Band 8)	April 2023 to Present
NielsenIQ - Nielsen India Private Limited	Information, data, and market measurement	AP Associate (Band 9)	Dec, 2020 to April 2023
Star Distributors	Domestic Area Distributor - Mobiles & TV	Senior Accountant	April 2018 to Dec 2020
Star Distributors	Domestic Area Distributor - Mobiles & TV	Accountant	April 2016 to Mar 2018
Star Distributors	Domestic Area Distributor - Mobiles & TV	Junior Accountant	Dec, 2014 to Mar 2016
Chobe & Mate Associates	Chartered Accountant Firm	Audit & Accounts	Aug 2013 to Nov 2014

Personal Information

Date of Birth : - 30th June 1992

Nationality : - Indian

Religion : - Hindu

Marital Status : - Married

Thank You.

Vijay Laxman Lohar