

Arul Raj.A

Accounts and Finance Manager | Versatile in Financial Reporting, Budgeting & Compliance

Results-driven finance professional with over 13 years of experience in managing financial operations, reporting, and audits across remote and hybrid environments. Adept at leveraging cloud-based platforms like QuickBooks, Bexio, SAP & Dynamics 365 to streamline processes, ensure compliance, and drive efficiency. Proven ability to collaborate with cross-functional teams across time zones. Maintain high standards of confidentiality and precision. Passionate about continuous improvement and digital transformation. (Immediate Joiner)

📍 Bengaluru **M** - 7760747737 **@** arul25raj@gmail.com **🌐** <https://www.linkedin.com/in/arul25raj357912>

Experience

Ebot AI IT Solutions Pvt Ltd. Manager – Accounts & Finance

June 2025 – Sep 2025

- Led and optimised end-to-end financial operations—spanning accounts payable/receivable, taxation, and consolidation—ensuring full compliance with regulatory standards and enhancing process efficiency across multinational teams.
- Strengthened internal controls and standardised procedures to maintain financial integrity and support operational consistency across regional offices.
- Cultivated robust relationships with global vendors and partners, driving transactional accuracy and transparency through streamlined processes.
- Consolidated global financial statements are monthly, enabling data-driven decisions through comprehensive financial analysis aligned with international accounting norms.
- Conducted variance analysis by comparing actual financial performance against forecasts, providing actionable insights.
- Developed and delivered quarterly financial presentations to the Board, highlighting strategic trends and global performance metrics.
- Facilitated remote collaboration with cross-border finance teams, promoting efficient communication and workflow.
- Coordinated virtual meetings through Microsoft Teams and managed shared financial data using Google Workspace tools.

<https://www.enterprisebot.ai>

Quess Corp Limited, Manager – Accounts & Finance

February 2024 – June 2025

- Oversaw daily financial operations across various entities, including accounts payable and receivable, ensuring accuracy and timeliness with our team members
- Ensured compliance with internal financial policies and external regulatory requirements across multiple divisions
- Optimised financial systems and technologies to support scalable operations.
- Prepared and presented comprehensive financial reports to senior leadership, enabling strategic decision-making.
- Conducted in-depth financial analysis and forecasting to guide budgeting, investment, and resource allocation.
- Led, mentored, and developed a high-performing team of finance professionals in our teams
- Directed financial planning and execution for projects, ensuring alignment with organisational goals and budget constraints.

<https://www.queesscorp.com>

Education

Sikkim Manipal University – Bengaluru

Finance Specialisation

65%

MBA

2013-2015

St. Joseph's Evening College - Bengaluru

Accounting & Marketing

71%

B.com

2006-2009

Skills

Accounting

Financial Accounting & Taxation



AR, AP, GST, TDS

Reconciliation of Accounts



Vendors, Clients, other external & internal parties

Finance

Reporting's



MIS, Budgeting, CFS, Analysis

Audits

Internal & External



Statutory, Tax, Financial, Operational, Compliance

Accounting Software / ERP



Tally Prime, SAP, D365, QuickBooks, NetSuite

Teclever Solutions Pvt. Ltd
Assistant Manager (Accounts & Operations)
September 2022 – October 2023

- Worked in Financial activities at the client location, Innoviti Technologies Pvt Ltd, for 4 months.
- Led the redesign of daily transaction posting workflows, reducing data entry errors by 25% and enhancing operational efficiency across finance teams. Customised financial reports to align with customer and vendor requirements, ensuring compliance and providing clarity
- Managed end-to-end accounts receivable and payable processes, driving timely collections, vendor payments, and reconciliation accuracy.
- Safeguarded asset master data integrity while coordinating acquisitions, inter-entity transfers, and depreciation schedules in line with accounting standards.
- Acted as a key liaison between cross-functional teams and external partners to ensure seamless financial operations and reporting consistency.

<http://www.tecleversolutions.com>

Encora Innovation Labs India Pvt. Ltd –
Senior Finance Executive

October 2019 – August 2022

- Processed employee claims and vendor bills, ensuring timely and accurate payments in accordance with company policy and audit standards.
- Prepared and filed monthly GST returns, maintaining full compliance with statutory regulations and minimising risk of penalties.
- Conducted detailed vendor account reconciliations and balance confirmations, resolving discrepancies and strengthening vendor relationships.
- Led month-end financial close processes, including preparation of provisions, Unbilled Receivables (UBR), and Revenue Recognition (RR) entries aligned with accounting standards.
- Successfully managed financial data migration from Tally Prime to Microsoft Dynamics 365, ensuring data integrity and seamless transition with zero downtime.

<https://www.encora.com/>

Stellas Intertraders
Finance & Documentation Officer

May 2017 – July 2019

- Implemented electronic invoicing systems, streamlining billing operations and enhancing transparency in receivables tracking.
- Administered ageing reports to monitor overdue accounts, improve collection cycles, and reduce Days Sales Outstanding (DSO).
- Processed bank receipts and performed timely bank reconciliations, ensuring accuracy in cash flow reporting and ledger integrity.
- Filed GST returns in accordance with statutory timelines and maintained robust internal control systems to support audit readiness and tax compliance.

Saral Health Pvt. Ltd
Finance & Documentation Officer

October 2015 – April 2017

- Monitored invoicing activity and streamlined inventory workflows to ensure accuracy, reduce discrepancies, and uphold operational integrity across business units.
- Collaborated with logistics teams and facilitated vendor reconciliations, improving supply chain transparency and strengthening vendor relationships.

Certifications

Tally ERP9 + Tally Prime + GST 2023

Udemy – (<https://www.udemy.com>)

Completed in Jan 2023

MIS Training – Advanced Excel, Macro, Access, SQL

Udemy – (<https://www.udemy.com>)

Completed in Oct 2023

Awards

GEM Award

Encora Innovation Labs India Pvt Ltd
Oct -2019 to Aug -2022

Super Squad in Team

Encora Innovation Labs India Pvt Ltd
Oct -2019 to Aug -2022

Projects

Research Project

Buying Behaviour of Urban Women
in Relation to Shampoo Brands

2006-2009

Finance Project

Inventory & Budgetary Control of
Mahindra & Mahindra Company
Limited

2013-2015

Interests

**Playing games, listening to music,
watching movies, and Travelling**

Publications

AI Tool Ease of Work

JEC Publication

Published in Apr – 2025

I was a Co-author in the Anthology;
Sabita Dakua compiled the details.

- Prepared detailed product sales reports and Profit & Loss (P&L) statements, enabling data-driven decision-making and performance tracking across product lines.

Edvance Pre-schools Private Limited

Accounts Executive

December 2012 – September 2015

- Directed payroll processing and resolved personnel-related financial inquiries, ensuring transparency and compliance with internal policies.
- Monitored school inventory levels and accurately reported renovation expenditures to support budgeting and asset tracking.
- Followed up on franchise fee collections and managed branch-level expenses, contributing to cost control and financial accountability across locations.

Hiremath & Co.

Audit Executive

May 2011 – May 2012

- Managed end-to-end client accounting, compiling accurate financial statements in compliance with statutory and regulatory frameworks.
- Responded to government notices and correspondence on behalf of clients, ensuring timely resolution and maintaining compliance posture.
- Led preparation for tax audits, ensuring documentation accuracy and adherence to applicable tax laws and internal control standards.

Sahni Natarajan and Bahl

Accounts Executive

August 2009 – February 2010

- Conducted comprehensive internal and inventory audits to assess control effectiveness, identify discrepancies, and ensure compliance with organisational policies.
- Supervised client financial records and developed structured audit checklists, streamlining audit procedures and improving consistency across engagements.
- Allocated audit tasks to team members based on skill sets and project scope, enhancing audit efficiency and ensuring timely completion of deliverables.