

Professional Summary

Results-driven and meticulous Accountant with 8+ years of experience in financial management, auditing, and accounting. Proven track record of delivering accurate financial reports and driving process improvements. Currently holding a senior position at Inazuma.co, leveraging expertise in Tally, Auditing, and Accounting to drive business growth.

Professional Experience

Senior Accountant (AC09)

Inazuma.co | January 2020 - Present

Accountant (AC06)

NexaCorp | June 2018 - December 2019

Key Achievements:

- Developed and implemented a financial dashboard, enhancing management's visibility into company performance by 25%.
- Successfully managed the year-end closing process, ensuring timely and accurate financial reporting.

Responsibilities:

- Managed daily accounting operations, including accounts payable, accounts receivable, and payroll.
- Conducted internal audits to ensure compliance with company policies and regulatory requirements.

Junior Accountant (AC03)

Pinnacle Financial Services | January 2016 - May 2018

Key Achievements:

- Assisted in the development of a new accounting procedure, reducing errors by 15%.
- Provided support during an external audit, ensuring a smooth process with no major findings.

Responsibilities:

- Assisted in preparing financial statements and reports.
- Maintained accurate and up-to-date financial records.

Accounting Intern

Emerald Accounting Firm | Summer 2015

Key Achievements:

- Gained hands-on experience with Tally, enhancing proficiency in financial software.
- Contributed to the preparation of tax returns for clients, ensuring timely submission.

Responsibilities:

- Assisted accountants with daily tasks and projects.
- Learned about auditing principles and practices.

Education

Bachelor of Commerce (B.Com) in Accounting

University of Mumbai | May 2015

Technical Skills

Accounting Software:

- Tally

Auditing Tools:

- Auditing

Financial Management:

- Accounting