

ASHISH TRIPATHI

CONTACT

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- 📍 Ulhasnagar 421003

EDUCATION

June 2022
UNIVERSITY OF MUMBAI

- Bachelor of Management Studies
- R.K.T College, Ulhasnagar

May 2019
UNIVERSITY OF MUMBAI

- HSC
- Jai Hind Academy High School & Jr. Collge

May 2017
MUMBAI BOARD

- SSC
- Vani Vidyalyaya High school

LANGUAGES

- English
- Hindi
- Marathi

PROFILE

Detail-oriented payroll Analyst with over 2 years of experience in payroll administration. Expertise in maintaining employee records, calculating wages, and managing end to end payroll. Adept at using payroll software and handling payroll queries with accuracy and efficiency.

WORK EXPERIENCE

- **Wipro**
 - Experience of 2 years in US and Canada post payroll
 - Running Payroll of 7 pay groups for around 2Lakh+ Employees.
 - Creating Yearly calendars for APAC,LATAM,EMEA and India region .
 - Handling two clients for Post Payroll activities.
 - Handling APAC activites alongside Payroll.
 - Trained 3 junior staff members in payroll best practices and the use of payroll software.
 - Doing GL activity on regular basis.
 - Good knowledge of Settlement process.

SKILLS

- Fast learner
- Hardworking
- Adaptability
- Innovative
- Team work

HOBBIES

- Gaming
- Playing cricket
- Listening music