

**Sivashankari M**

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*Highly skilled and experienced professional in Ford Motor private limited with 14 years of hands-on experience, I have developed a deep understanding of Accounting and Finance. Proficient in managing multiple tasks and priorities in*

*fast-paced environments.*

*Strong communication and problem-solving skills, with a focus on exceptional client service.*



**ǁ Career Summary ǁǁǁǁǁǁ**

* Versatile, Accomplished & Goal-oriented Professional with rich and qualitative experience of over 14 years in Credit Operations, Reconciliation, Account Receivable (AR), Manufacturing Parts & Accessories Accounting (IA) and Budgeting
* Good knowledge of accounting concepts related to Profit and Loss Accounts and Balance Sheet and proficient in General Accounting, month close procedure, Accounts Payable and Accounts Receivables
* Extensively worked with people to support service elements like Collections / Credit / Billing & Collections / Deposit Verification, Invoice Processing, Reporting, Documentation, Vendor Payment Processing, forecast and budget preparation
* Proficient experience in Peoplesoft, SAP HANA S4, Alteryx, share points and Microsoft applications
* A dynamic personality and have passion to constantly upskilling with technology that suit the organization needs
* Collaborated with Mahindra and Mahindra to ensure proper compliance for transition of Inventory Accounting in FIPL
* Bagged Employee Excellence Award (EEA), Asia Pacific Awards in Ford Business Service Center (FBSC), for creating efficiency in 2013.
* Won “Woman in Ford” for the year 2022
* Coordinated entire department for annual Ford Fair. Earned Asia Pacific award 3 times in 2022
* Solved two complicated OIC’s to make the process is in line with audit compliance
* Proficiency in handling reconciliation and clearing aged items, reconciling items
* Established internal controls and guidelines for accounting transactions and budget preparation
* Result Oriented - Can direct efforts towards developing and implementing realistic action plans to meet business objectives; with a sense of urgency - the focus is on achieving results
* People management including internal recruitment, employee rating and conflict management
* Certified and Proficient in handling Alteryx projects, which leads to automate many manual process and time saving
* Have completed 9 Complex projects using Alteryx
* Completed 3 documentation projects
* Executed Scrum master approach for completing projects
* KPI/MIS preparation and Presentation at director level
* SIPOC and FMEA for the process enhancement

**ǁ Key Skills ǁǁǁǁǁǁ**

**~ Account Receivable ~ Proficiency in Alteryx ~ Flux Analysis**

**~ Reconciliation ~ Strong in SAP S/4 HANA ~ Training & Development**

**~ Inventory and Duty Rollback ~ Execution of Scrum Master ~ MCRP & KPI**

**~ Budgets and Forecast ~ Strong communication & MS Excel ~ FMEA & SIPOC analysis**

**ǁ Work Experience ǁǁǁǁǁǁ**

**Since May’07 with Vasanth and Narresh Association, Coimbatore**

**May’07-Dec’08** as Junior executive

**Since Jan’09 with Ford Business Service Center (FBSC), KCT Tech Park, Coimbatore**

**Growth Path:**

**Jan’09- Jan’10** as Junior Team Member

**Jan’10- Mar’12** as Team Member

**Mar’12 to Feb’15** as Senior Member

**Feb’15 to Mar’19** as Team Leader/ Associate

**Mar’19 – Nov’22** as Senior Team Leader

**Dec’22 – Till date** as Supervisor

**Highlights:**

**Receivables:**

* Handled 12 regions across North America, Europe & 3 Regions across Asia Pacific in accounting
* Created customer profile in PeopleSoft, off setting the account balances between Payables and Receivables in a customer statement
* Online Billing creation in Oracle, transfer and Purging them to have net effect
* Tracked Customer and Dealers credit worthiness and reported to the controllers
* Made frequent calls to accounts and in the absence of a response, initiated the required paperwork for the authorities’ intervention; managed accounts receivable/collections and acquired payments from Various customers
* Downloaded E-cash statement from Bank website matching them with the remittance and applying cash to clear the customer statement as part of O2C
* Versatile knowledge in Credit Administration, Billing, Data Control areas

**MIS Reporting:**

* Conduct a thorough financial analysis to determine the root cause of the Flux Analysis.
* Involved reviewing the company’s financial statements, comparing the company’s financial performance with that of its competitors, and conducting market research to understand industry trends.
* Developed profit enhancement measures that identifies targets areas where the company can improve efficiencies and reduce its expenses.
* Involved in finding more cost-effective ways to produce goods and services or renegotiating contracts with suppliers.
* Implemented Financial controls to ensure that all expenditures are properly accounted for and that there is no waste or mismanagement of resources.
* Risk Management Motivating team as it is responsible for identifying, evaluating and mitigating financial risks to the organization. This includes tasks such as monitoring changes in market conditions, implementing risk management strategies, and conducting regular risk assessments.

**Reconciliation:**

* Reconciled the cash applied for each Business Unit and clear unapp account
* Reconciled Various Payroll accounts for Greece customer on a monthly basis; ensured NIL unreconciled accounts and taken care of aged and reconciliation meeting with location
* Identified opportunities for continuous improvement and innovation to drive value for the customers, enhanced cash in flow for the company
* Completed Kaizen’s which resulted in 500 hours recurring saving per month across various team

**Cost Accounting:**

* Developed tracker measure to monitor Emails for better tracking and deliver with reduced TAT
* Revaluing inventory by month on month by line activation process
* Handling Inventory of AP plants and computing its duty rollback
* Flux analysis of On-hand and intransit inventory on Monthly, Quarterly and Annually
* Computing Labor and Overhead for the inventory and uploading it in Financial System Tool and review with Plant Controllers
* Handled legal entity which true-ups the cost variation between vouched cost and booked cost

**Finance:**

* Examining and preparation of Budget and forecast every month and year
* Reserve adequacy and reserve creation for dealer floor plans, free service,
* Motivating and leading team members for timely completion of month close activities
* Perform financial analysis and reporting to management, including preparing presentation decks for MIS reporting
* Preparation of Cash Flow Forecasting and Managing the Payables based on the approved Funds
* Monitoring the production of periodic financial reports; to ensures that the reported results comply with financial reporting standards
* Improved company’s budgeting process, introduced stronger financial reporting systems, and conducting regular audits.
* This process involves forecasting future financial performance and making decisions about how to allocate resources (funds)
* Identifying volume variances and stock adjustment as part of reserve adequecy

**ǁ Recent Projects ǁǁǁǁǁǁ**

# Project 1 : Cost Variance Analysis

Tool : Alteryx, Excel

Roles &Responsibilities : Inventory cost Analyst.

Description : Alteryx workflow to ease the analysis of inventories - greater than $1 mil to fix cost variance.

# Project 2 : Duty drawback

Tool : Alteryx, Excel

Roles &Responsibilities : Duty drawback team lead

Description : To extract duty portion and compute the duty levied and claim its drawback using Alteryx

# Project 3 : Peoplesoft and SAP HANA

Tool : Alteryx, Excel, Oracle, SAP

Roles &Responsibilities : Standard JE Approver.

Description : Audit purpose workflow created for approval purpose for top management. This helps to approve all journals required to process and notifies missed out journals to project better financial statements

# Project 4 : App development as a template

Tool : Alteryx, Excel, Notepad and PDF

Roles &Responsibilities : Duty drawback team lead.

Description : Creation of predefined app as a standard template for peculiar location for duty workings and its claims.

# Project 5 : Cost Analyst

Tool : Alteryx, Oracle, FaST

Roles &Responsibilities : Inventory cost Analyst.

Description : Workflow that extracts and show the difference between vouched cost and booked cost for Legal Entities.

# Project 6 : Cost Analyst

Tool : Alteryx, Oracle, FaST

Roles &Responsibilities : Inventory cost Analyst.

Description : Taxing rollback computation made easy for its claim and saved working hours during month close

**ǁ Trainings in Ford Business Service Center (FBSC), Coimbatore ǁǁǁǁǁǁ**

* MCRP
* SoX
* Etiquette Training (Telephone and E mail)
* Yellow Belt (Six Sigma)
* Business Communication
* Advanced MS Excel
* ISO & 5S Training

**ǁ Education ǁǁǁǁǁǁ**

* MBA in Leadership and Entrepreneurship from Ulyanovsk State University under Russian Federation in 2013
* B.Com. from Sri Ramalinga Sowdambigai College, Bharathiyar University, Coimbatore in 2007

**ǁ Personal Details ǁǁǁǁǁǁ**

**Date of Birth:** 20th Jan 1987

**Languages Known:** English and Tamil

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