

INSAF SHA

Senior Executive - Finance & Accounts

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PROFILE

Results-driven Senior Finance Executive with over 8 years of experience in financial management and accounting across healthcare and insurance sectors. Demonstrated expertise in financial reporting, reconciliation, and audit support.

PROFESSIONAL EXPERIENCE

ASTER DM HEALTHCARE

Senior Executive - Finance & Accounts

June 2014 - February 2020 (Dubai), December 2023 - Present (India)

- Managed capital work-in-progress schedules and capitalization planning
- Conducted monthly related party & intercompany reconciliations
- Prepared quarterly variance analysis for P&L and Balance Sheet reports
- Coordinated with auditors and provided necessary documentation
- Supervised daily credit card reconciliations for multiple pharmacy locations
- Generated comprehensive daily and monthly sales reports for management

NASCO EMIRATES INSURANCE BROKERS

Senior Associate - Finance & Accounts

February 2020 - June 2022 (Abu Dhabi)

- Managed accounts receivable and payable
- Conducted vendor and customer reconciliations
- Performed monthly bank reconciliations
- Supported audit processes and account closings
- Monitored real-time premium/commission receipts

TECHNICAL EXPERTISE

- **ERP Systems:** Microsoft Dynamics AX & D365, Tally, QuickBooks, Iris
- **Financial Software:** Advanced Excel, MS Office Suite
- **Core Competencies:** GL Maintenance, AR/AP Management, Bank Reconciliation

SKILLS

Financial Skills: Account Reconciliation, Financial Reporting, Banking Operations

Technical Skills: Microsoft Dynamics, MS Office Suite, Tally & QuickBooks

Soft Skills: Team Leadership, Problem Solving, Time Management

Languages: English (Professional), Malayalam (Native), Hindi (Working Knowledge)

EDUCATION

Master of Commerce - Madurai Kamaraj University, India

Bachelor of Commerce - Calicut University, India

PERSONAL INFORMATION

Date of Birth: 26th August 1990 Nationality: Indian Marital Status: Married