

Reshma.N

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Career Objective

To obtain a creative and challenging position in an organization that gives me an opportunity for self-improvement and leadership with my technical, innovative and logical skills.

Profile Snapshot

- Proven track record of performing audit tasks with high levels of accuracy and productivity.
- Dynamic, versatile, and accomplished professional with significant Individual contributor experience.
- Self-driven, able to prioritize skills and implement changes smoothly.
- Demonstrated ability to effectively plan, coordinate & meet deadlines of multiple responsibilities.

Skills

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|-------------------------|--------------------|
| · Account management | Good Communication |
| · Escalation Management | Project Management |
| · Variance Analysis | Reporting |

Academic Details

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| 2017 | Pursuing MBA in St.Joseph's Institutions. |
| 2015 | BBM from CMR Institute of Management Studies (Autonomous) - 74% |
| 2012 | XII from St.Anne's PU College for Girls - 73% |
| 2010 | X from Christ King Public School - 76% |

Industrial Training & Seminars

- Organization : Tata Consultancy Services (Period: June-Nov 2015 (6 months)
- Certified in "Linux" CMRB process.
- Certified in "Global order management" boot camp with 91%.
- Completed a course on "Equity Dealership" conducted by NSDC.
- Certified in Basic excel as well as advanced excel(in practice on regular basis).

Professional Experience:

- Working in Ernst & Young, Bangalore from (19-Dec-2016 – till date)
- **Designation:** Advanced Financial Associate (FP&A-Reporting)

Job Profile

- Role** : Advanced Financial Analyst(Reporting)
- Responsibilities** :
- Assist clients on tracking the costs which hit out entity.
 - Work closely with teams in getting the entries passed and prepare reports like: Billings, Project cost, General ledger, compensation, Travel and expense related(Clients), Purchase time, Packs and others.
 - Tracking the Travel cost and well the expenses incurred on it and reconciling with the budgets set, if the cost v/s budget is a surplus or a deficit.
 - Preparing reports like: Travel report, Compensation report, Purchased cost report, financial packs, WIPs report, Reconciliations, Accrual report, Purchased report, Stranded report.
 - Effective stake holder management.
 - Handling three different types of cost i.e., Travel , Project cost and Purchased time.
 - Provide timely support to all the functions in terms of ad-hoc requests and own the additional responsibilities.
 - Review cost related to Projects, Compensation, Travel and Purchased time.
 - Reconcile the reports prepared with the trial balance on GL account basis.
 - Committed to company's Values, understand Business requirement, taking ownership on process improvement and also enhance relationship with clients/colleagues.
 - Maintain EY quality standards and expected timeframe with limited supervision.
- Projects handled in the team:** Working on RPA Project in creating a Bot for the reports.

Previous Experience

Worked as CMRB Analyst at Oracle India Pvt Ltd from 28th May'15 to 15th Dec'17.

- Handling clients from all over APAC and EMEA in understanding the reason for late payments on invoices.
- Analysing the issue from the scratch.
- Providing insights above the issue to the clients and rebilling it with proper documents in place and escalations handled effectively.
- Analysing the error(whether internally or if it is a customer satisfaction issue).

Accomplishment: completed a project on macro driven report.

IT Skills

- Good knowledge in MS Office (Excel, power point, MS word).
- Completed Certificate course in Advanced Excel.
- JAVA Self service applications.

Rewards and Recognition:

- Awarded as “Excellence” 5 times (EY).
- Awarded as “Excellent client service” twice in EY.
- Got Progression in EY from *Advanced Associate* to *Advanced Financial Associate*.
- Set a bench mark on performance and quality.
- Awarded as “You Are Recognized” twice(Oracle).
- Appreciations from stake holders and GPO’s for my performance & 100% quality and productivity.

Core Competencies:

- External Audits and quality checks for various operational areas.
- Ensuring that the reports are accurate and have no errors.
- Analyzing the source from which the costs have flown and if it is a right entity.

Personal Details

Date of Birth : 1st December 1994

Address : #2, 4th cross, behind Govt School, Banaswadi, Bangalore-560033

Languages Known : English, Kannada, Telugu, Tamil.

Location Preference : Bangalore.

Declaration

I hereby affirm that all the information provided are best of my knowledge and beliefs.

RESHMA.N