

# Shreya Ramachandran Nambiar Accountant

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📍 Fujairah, UAE

📅 31/08/1999

## Profile

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"Meticulous and results driven Accountant with extensive experience in financial reconciliation, tax compliance, and leveraging tools like SAP (FICO, HANA) and Tally for efficient financial management. Skilled in preparing accurate financial statements, streamlining accounting processes, and ensuring adherence to regulatory standards. Seeking to contribute my expertise to drive financial accuracy, compliance, and organizational growth."

## Professional Experience

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12/2024 – 04/2025

### Accountant

Pune, India

*Trasmec India*

- Overseeing and managing all day to day accounting operations, including accounts payable and receivable.
- Preparing and maintaining financial statements, ensuring they reflect accurate and up to date financial information.
- Ensuring compliance with Indian accounting standards (Ind AS) and tax regulations, as well as internal policies.
- Preparing monthly, quarterly, and annual tax returns and working with tax authorities for audits.
- Reconciling accounts by comparing records from internal systems with external statements to identify discrepancies and resolve them.
- Preparing cash flow projections, forecasts, and assisting in budgeting processes.
- Coordinating with external auditors and facilitating the annual audit process.
- Assisting in the preparation of financial analysis for management, ensuring all financial reports are in compliance with deadlines.

02/2022 – 11/2024

### Reconciliation Associate

Pune, India

*All State Solution Private Ltd*

- Managed account reconciliations on a regular basis. ensuring that all discrepancies were identified and resolved in a timely manner.
- Worked closely with the finance team to ensure the accuracy of financial statements and the proper allocation of expenses.
- Utilized advanced Excel functions and SAP to streamline reconciliation processes, significantly reducing errors and increasing efficiency.
- Collaborated with cross-functional teams to resolve any accounting or operational issues that impacted reconciliation accuracy.
- Prepared monthly reconciliation reports and presented findings to senior management, highlighting key areas of concern
- Ensured adherence to financial policies and controls, identifying opportunities for process improvements within the reconciliation department.

## Education

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2020 – 2022

### Master of Commerce (M.Com)

Pune, India

*Indira College of Commerce and Science*

79.65%

2017 – 2020

### Bachelor of Commerce (B.Com)

Pune, India

*Maghanmal Udham College of Commerce*

69.20%

## **Skills**

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- General Ledger & Journal Entries
- Financial Statement Preparation
- SAP (FICO, HANA) & Tally ERP
- Budgeting and Forecasting
- Audit Support & Internal Controls
- Accounts Payable and Receivable
- Account Reconciliation
- VAT, GST, TDS Compliance
- Bank Payments and Cash Flow
- Advanced Excel (VLOOKUP, Pivot Tables)

## **Languages**

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- English
- Hindi
- Malayalam
- Marathi

## **Declaration**

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"I hereby declare that the information provided above is true and correct to the best of my knowledge and belief."

**Shreya Ramachandran Nambiar**