

# Satyam Bhargav

Satyambhargav1999@gmail.com  
217/A Malhotra house Near CR  
road Laxmi Nagar,  
New Delhi, 110092  
8171209050

## ABOUT ME

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Highly motivated individual looking forward to pursue a challenging career and be a part of progressive organization that provides an opportunity to enhance my knowledge while utilizing my skills towards the growth of the organization diligently.

## SKILLS & PROFICIENCIES

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- Account management
- Experience Of working on SAP
- MS word MS Excel
- Basic knowledge in Tally

## CERTIFICATION & VOLUNTEER WORK

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### Volunteer Administrator

Worked as Volunteer in college annual fest of the commerce society.

Participated in all Delhi University Level Quiz Competition.

Runner-Up in Badminton at District Level

## PERSONAL DETAILS

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**Date of Birth:** 15th November 1999

**Father's Name:** Ajay Kumar Sharma

**Address:** 217/A Malhotra house Near CR road  
Laxmi Nagar

**Languages Known:** English & Hindi

**Marital Status:** Unmarried

**Nationality:** Indian

## WORK HISTORY

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### Procure to Pay Operations Associate in Accenture ( June 2021 - till now )

Invoice Processing for PO and Non PO base  
Debtors Follow up on Payment  
Work in Excel (V lookup, H lookup & functions)  
Responsible for GL Clearing  
Preparations of monthly Creditors and Debtors  
Reconciliation

## EDUCATIONAL BACKGROUND

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ICMAI  
CMA Inter Qualified

Pursuing M.com  
from CCS University

University of Delhi  
Bachelor in Commerce  
Sri Guru Nanak Dev Khalsa College  
2020

12th Commerce  
St.R.C. Convent School  
2017