Mobile: 8500442696

### **CAREER OBJECTIVE:**

Looking forward to be associated with an organization where my skills and talent can be fully utilized and recognized concentrating simultaneously on the growth of both the organizational and personal fronts in Implementation, Development & Support.

**EXPERIENCE:** 2.10 Years +

July.2024 – April.2025 Hyderabad,TS, India Finacplus Global Solutions Analyst

- Conduct accounting and audit draws by verifying loan disbursements, ensuring compliance with financial regulations, and cross-checking supporting documents to maintain accuracy in mortgage transactions.
- Process payments for draws by preparing payment schedules, validating invoices, ensuring timely fund disbursement, and maintaining detailed financial records to facilitate smooth transactions.
- Reconcile bank statements by reviewing transactions, identifying discrepancies, resolving mismatches, and ensuring that all financial data aligns with company records and industry standards.
- Collaborate with closing teams by coordinating on mortgage settlements, ensuring proper documentation, reviewing escrow accounts, and assisting with final disbursements to streamline the closing process. Validate escrow accounts, and facilitate seamless final disbursements.
- Utilize Salesforce, QuickBooks, and Saasant Upload Tool to track mortgage transactions, automate financial workflows, generate financial reports, and enhance efficiency in mortgage
- Make vendor payments globally by processing invoices, ensuring timely disbursement of funds to international vendors, and complying with cross-border payment regulations.
- Collaborate with other entities within the organization to manage funding requirements, ensuring adequate cash flow, and coordinating with treasury teams to secure additional funds when account balances are low.
- Collaborating with various departments to improve financial processes and efficiency.
- Involvement in month-end close processes including bank reconciliations, reconciling receipts, preparation of balance sheet reconciliations and reporting on overdue accounts

# Jan.23 – Dec23 First Course Accounting Solutions (Numerize.Ai) Hyderabad, India Senior Accountant

- Maintained accurate financial records including transactions, journal entries, and general ledger management while ensuring proper account reconciliation
- Effective written and verbal communication skills for clear and concise conveyance of complex financial information to clients and colleagues.
- Effective organization and prioritization skills to manage multiple tasks, meet deadlines, and handle time-sensitive financial reports.
- Experience in training and mentoring junior accountants, promoting best practices in accounting processes.
- Participation in audits and support in the preparation of financial statements and related disclosures.
- Understanding of the chart of accounts concept and ability to set up and maintain a well-organized chart of accounts in QuickBooks, Zoho, and Tally ERP9.
- Familiarity with the user interfaces of QuickBooks, Zoho, and Tally ERP9, and proficiency in navigating through various modules, menus, and options within the software.
- Collaborated with the tech team to implement automated accounting software as a SaaS solution
- Managed end-to-end R2R processes, including journal entries, month-end/year-end closing, trial balance finalization, and preparation of financial statements (P&L, Balance Sheet, Cash Flow) in compliance with GAAP/IFRS.
- Performed account reconciliations (bank, intercompany, GL) and resolved discrepancies to ensure accurate financial reporting.
- Collaborated with the tech team to implement automated accounting SaaS solutions, improving efficiency in tax and reporting workflows.
- Automated R2R workflows using QuickBooks, Zoho Books, and Tally ERP9, reducing manual efforts by 30%.
- Reconciliation Management: Oversaw the reconciliation of bank accounts, vendor ledgers, and intercompany transactions, resolving variances promptly.
- Audit Readiness: Maintained audit-ready books with proper documentation and supporting schedules for all transactions
- Template Development: Designed standardized Excel templates for recurring tasks like invoice processing, expense tracking, and payroll accounting, improving efficiency.

## Jan 2022 - Nov 2022 Jangareddygudem, AP,India

# GVKR & Associates Audit Associate

GVKR & Associates | Worked under CA Veerendra Kumar

- Gained expertise in Accounting, Taxation, and Financial Reporting.
- Prepared books of accounts and filed income tax returns for individuals and businesses.
- Conducted tax audits for small and large companies, ensuring compliance with regulatory requirements.
- Assisted in statutory audits and financial statement preparation.
- Conducted physical verification of Swaraj Tractors at West Godavari District, Andhra Pradesh, Worked under the guidance of Mrs. CMA T. Vikita Chinari (Audit Head) with dedication and accuracy.
- Ensured proper documentation and reporting of stock discrepancies.
- Engaged with clients across Andhra Pradesh and Telangana, effectively communicating audit findings.
- Proficient in setting up and maintaining organized charts of accounts across multiple platforms
- Skilled in navigating various accounting software modules and functionalities
- Participated in audits and prepared necessary financial disclosures

## SAP FICO Course Certified From

(Jun 22 -Aug 22) (Henry Harvin & ICMAI)

- Basic understanding of SAP FICO (Financial Accounting and Controlling) module
- Knowledge of General Ledger (G/L) Accounting processes in SAP
- Familiar with Accounts Payable (A/P) and Accounts Receivable (A/R) modules
- Familiar with Cost Center Accounting and Profit Center Accounting in SAP CO
- Experience with basic SAP GUI navigation and data entry
- Understanding of financial statements generation and reporting in SAP
- Exposure to real-time data processing and SAP transactional flows
- Basic hands-on experience with Bank Accounting and Reconciliation
- Knowledge of SAP FI and CO integration process
- Understanding of posting periods and period-end closing activities

### **EDSUCATION:**

## ACCA Global (Pursuing)

Professional Level: 9/13 Papers Cleared

### Master of Business Administration (MBA) – International Finance

Jain University | Feb 2023 - Nov 2024

Percentage: 88%

### • Bachelor of Commerce (B.Com)

Acharya Nagarjuna University | 2019 – 2022

Aggregate: 79%

#### • Intermediate (MEC – Mathematics, Economics, Commerce)

Masterminds Junior College | 2017 – 2019

Overall Aggregate: 88%

1st Year: 80% 2nd Year: 96%

### • Secondary School Certificate (SSC)

Ravindra Bharathi High School | 2016 – 2017

Aggregate: 88%

### **TECHNICAL SKILLS:**

- TALLY ERP9, Quickbooks & Zoho Books
- Income Tax Returns Filings
- GST Returns
- MS Office
- SAP FICO Basics
- Public Speaking & Presentation Skills
- Strong Written & Verbal Communication
- Salesforce
- · Knowledge of IFRS & GAAP.
- US & UK Accounting.
- Business planning
- · Microsoft Power Bi Basics, SQL Basics, Python using Al.
- Knowledge of Direct Tax & Indirect Tax

#### **COURSES:**

01/2023 Cryptocurrency Foundations – LinkedIn Learning

02/2023 Accounting Foundations: Understanding the GAAP (Generally Accepted

Accounting Principles) - LinkedIn Learning

01/2023 Block chain Basics – LinkedIn Learning

#### **CERTIFICATES:**

SAP FICO (2022) - Henry Harvin and ICMAI

Forensic Accounting & Fraud Investigation (2024) - Grant Thornton

Intelligence & Generative AI - Jobaaj Learning

Diploma in Us Corporate Law for CA's and CS - Lawsikho

Train The Trainer (2025) - ACCA

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#### **LANGUAGES KNOWN:**

- English
- Telugu
- Hindi

#### **DECLARATION:**

The above-mentioned information is true and correct to the best of my knowledge and belief. If I am selected and given a chance to serve in your esteemed organization, I shall prove my best and ability to the entire satisfaction of my superiors.

Manchala Gowtham Siva Krishna