****SUDHIR KUSHWAH **skkushwahcma20@gmail.com**



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COST & MANAGEMENT ACCOUNTANT **7840089440/8799779405**

**C-10/23 Shahbad Dairy Delhi-42**

Seeking Exposure in an organisation of well repute which can enhance

my professional and personal capabilities and be catalyst in my

carrier growth.

**SKILLS**

SAP FICO BIGINNER

P&L, BALANCE SHEET, TRIAL BALANCE

MS OFFICE {Word,Power Point}

EXCEL

TALLY ERP 9

COST AUDIT

TAX AUDIT

RECONCILIATION ANALYST

AR,AR,GL

INTERNAL AUDIT

VARIANCE ANALSES

FINANCIAL ANALYST

VLOOKUP, PIVOT TABLE

TDS RETUN

ITR,GST RETURN

**ACADEMIC QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| PARTICULAR | BOARD/SCHOOL | YEAR | SCORE |
| B.COM | UNIVERSITY OF DELHI | 2014-2017 | 53 % |
| 12TH | CBSE | 2014 | 69 % |
| 10TH | CBSE | 2012 | 6.0 CGPA |

**PROFESSIONAL QUALIFICATION**

|  |  |  |
| --- | --- | --- |
| PARTICULAR | INSTITUTE | ATTEMPT |
| CMA FINAL (BOTH GROUPS) | ICMAI | DEC-2020 |
| CMA INTER (2ND GROUP) | ICMAI | JUNE-2017 |
| CMA INTER (1ST GROUP) | ICMAI | DEC-2015 |

**WORK EXPERIENCE**

* **NLB SERVICES (Reconciliation Analyst) From Sept 2021 to Currently Working**

Role & Responsibility

* Validate financial entries, accounts reconciliation and resolve discrepancies.
* Reconcile a diverse set of general ledger balance Accounts.
* Continuously follow -up on all reconciling items, balance out un match entries and provide regular updates to direct leadership.
* Maintain documents for the purpose of supporting file, reports and data.
* Prepare balanced bank reconciliation reports for the respective accounts in a well-organized manner.
* **SILVERSKILLS PVT LTD (Financial Analyst) From Feb 2021 to Aug. 2021**

Role & Responsibility

* Analysing operating statement, cash flow statement, DSRC ratio, NOI related to real estate’s sector.
* Comparison of actual budget with standard and analysing variance.
* Spreading of Financial statements.
* Uploading of financial statement on database on monthly, quarterly, annually basis.
* Helps in preparation of various reports.
* **S.K Grover & Co. (Chartered Accountants) Accounts Executive From Mar 2017 to Mar 2018 & April 2019 to Oct. 2019**

Role & Responsibility

* Book Keeping
* Filling of ITR, GST, TDS returns.
* Tax Audit, Stock Audit, statutory audit Bank audit.
* Reconciliation of debtor and creditors, BRS.
* Other compliance related work.
* **ORGANIZATIONAL TRAINING (BHEL) From March 2018 to April 2019**

Role & Responsibility

* Raising of Customer invoice (Dispatch Invoice, Debit/Credit Notes).
* MRC Billing, PVC Invoice Generation, Fright Debit Notes.
* Accounting of Collection reived from the Customers (AR, AP)
* Documents verification regarding various customer billing.
* Checking Documents of payment in line with vender Contract (Purchase order).
* Uploading of various data in software.

**CORE STRENGHTS**

* Analytical and problem-solving skills
* Admirable Inter-personal skills
* Perseverance and team player
* Complete and sincere dedication towards responsibilities entrusted.

**PERSONAL DETAILS**

Fathers Name Shripal

DOB 10/12/1996

Hobbies Keen sport person having participate in chess, football

Marital Status Unmarried

Date:

Place: