

# Parkash Singh *AR Analyst*

✉ parkashsingh568@gmail.com

☎ 9877852546

📍 Amritsar, Punjab



## Profile

### SKILLS

- Analytical and Critical Thinking
- Teamwork and Collaboration
- Problem-Solving
- Self-Motivated
- Teambuilding
- Attention to Detail

## Professional Experience

### AR Analyst

coronis it systems pvt ltd ✉

- Analyzed aging reports to identify trends and patterns causing missed collections.
- Contacted internal and external customers to obtain documentation to support invoices and claims.
- Checked documents for errors and accuracy while updating in Kareo.
- Managed complex finance projects under the direction of senior management to meet deadlines and budget limitations.

## Education

### Bachelor of Computer Applications

Guru Nanak Dev University Campus Amritsar

July 2017 – May 2020

- Elected as a class Representative: July 2017 to May 2020
- Member of NSS.
- Member of NCC.

### INTERMEDIATE

Khalsa College Senior Secondary School

March 2015 – March 2017

- Elected 2nd Monitor of class.
- Member of Handball Team.
- Awarded Gold in District level.
- Member of Scout
- Member of NCC.

## HIGH SCHOOL

*The Sports And Social Science High School*

- Elected Class Monitor
- Best student of the year

March 2014 – March 2015

## Organisations

### NSS

August 2018 – May 2019

### Scout

March 2016 – March 2017

### NCC

March 2015 – March 2017

## Awards

### NCC C certificate

*1st Punjab Battalion Amritsar*

10th May 2017

### District Gold in Handball

*Handball Federation of India*

### District Level Certificate

*he National Headquarters to all the State Associations of the Bharat Scouts and Guides*

### Class representative

*Guru Nanak Dev University*

## Interests

- Reading Books
- Running
- Learning New things
- Pre Planning

## Languages

- Garhwali
- English
- Hindi
- Punjabi