

# VIPIN K

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Kozhikode, Kerala, India

## PROFESSIONAL SUMMARY

Results-driven Accountant with 5+ years of experience optimizing financial processes and implementing data-driven solutions. Proven track record of reducing operational inefficiencies by 50% through automation and process optimization. Expertise in leveraging accounting technology (Tally, Zoho, QuickBooks, Peachtree) to deliver actionable financial insights supporting strategic decision-making. Strong analytical skills with focus on inventory optimization, compliance, and stakeholder communication.

## PROFESSIONAL EXPERIENCE

### Accountant

April 2020 – Present

AMR Decors

Kerala, India

- Engineered automated payment reminder system that reduced payment delays by 18% and cut collection follow-ups by 50%, improving cash flow and operational efficiency
- Implemented system-driven inventory controls that minimized unnecessary purchases and optimized working capital allocation
- Developed and maintained comprehensive MIS reports using Excel, providing executive team with real-time financial insights for strategic decision-making
- Managed end-to-end bookkeeping operations including ledger maintenance, financial statement preparation, and statutory compliance across multiple accounting platforms
- Streamlined reconciliation processes by building workflow automation, reducing manual effort and improving accuracy by 25%
- Collaborated cross-functionally with management to translate complex financial data into actionable business recommendations

## EDUCATION

### University of Calicut

Calicut, Kerala

Bachelor of Commerce (B.Com) – Accounting and Finance

Graduated: June 2018

## TECHNICAL SKILLS

**Accounting Software:** Tally ERP, Zoho Books, QuickBooks, Peachtree

**Data Analysis & Reporting:** Microsoft Excel (Advanced), MIS Reporting, Financial Modeling, Data Visualization

**Financial Operations:** Bookkeeping, Ledger Management, Reconciliation, Statutory Compliance, Accounts Payable/Receivable

**Process Optimization:** Workflow Automation, Inventory Management, Payment Systems, Collection Processes

**Languages:** English, Hindi, Tamil, Malayalam

## KEY ACHIEVEMENTS

Reduced payment collection time by 18% through implementation of structured follow-up system and automated reminders  
Decreased manual collection follow-ups by 50% using system-driven workflows and process automation  
Designed inventory control framework that eliminated redundant purchases and improved inventory turnover  
Built scalable MIS reporting infrastructure enabling data-driven decision-making across organization

## CORE COMPETENCIES

Financial Analysis | Process Automation | Data-Driven Decision Making | Stakeholder Communication |  
Regulatory Compliance | Cash Flow Optimization | Cross-Functional Collaboration | Problem Solving