**Vaibhav Akhouri**

Mobile No: +919471092420,9473443701

Email ID: vaibhavakhouri@gmail.com

Address: Flat No:- D605 , Rainbow Vistas , Phase 1 , Green Hills , Moosapet , Hyderabad-500018

Last CTC Drawn: INR 2,03,000 per annum

Expected CTC:INR 3,00,000 per annum

Notice period: Immediate



*Seeking a challenging position in an organization, this will utilize my potential to the best and proved me with various experience and offers a high level challenge, Responsibility and opportunities for continues career growth.*



**Personal Traits:**

* Leadership & Motivational Skills.
* Ability to handle pressure/deal with people.
* Excellent communication in written & verbal both.
* Good analytical & presentation skills.
* Determined to learn With Practical approach.



**Academic:**

|  |  |  |
| --- | --- | --- |
| **Education** | **Board/Collage/University** | **Year** |
| Master Of Finance & Control (MFC) | Patna University | 2014 |
| B.com | Magadh university | 2009 |
| 12th | Bihar Intermediate Education Council | 2006 |
| 10th | Central Board of Secondary Education | 2004 |

**Technical summary & IT credentials.**

* Operating System – Windows 7/8/10.
* MS word/excel ( VLOOKUP, Pivot, Power Pivot , HLOOKUP ,etc.,) PowerPoint, Outlook, Basic Power BI.
* WFM(Forcasting, Goal Seek, Scheduling, DataTable, SLA (Service Level Agreement), Shrinkage, Attiration,etc.,)
* Internet and Email
* Language – PYTHON

**SAP Configuration Knowledge:**

* **Enterprise Structure:** Company, Company Code, Business Area.
* **Global Setting:** Fiscal year Variants, Posting Periods Variants, Field Status Variants, Document types, Global parameters.
* **General Ledger:** Chart of Accounts, Account Group, Retained Earnings, G/L Master etc.
* **New General Ledger**
* **Accounts Payables:** Configuration for Vendor Account groups with screen layouts, creation of vendor master, Creation of House banks, Configuration requirements for Automatic payment program, Configuration for interest calculation methods for Vendor payment etc.
* **Accounts Receivables:** Defined Customer Account groups with screen layouts Creation of AR master records, Configuration requirements for the Dunning program, Configured and maintained Interest calculation methods for Customers etc.
* **Asset accounting**
* **Integration of FI with MM&SD.**
* **Controlling:** CO-CCA, CO-PCA, COPA.

**SAP End user Areas:**

* End user activities of General ledger, Accounts payables, Accounts receivables and Asset accounting.
* Posting the transactions, clearing the open items and report generation for General ledger, Accounts Payables and Accounts Receivable.
* Depreciation run, Asset explorer and posting of transactions under various scenarios of Asset accounting.

**PROFESSIONAL EXPERIENCE:**

***CAPGEMINI INDIA PVT. LTD.***

**06th july 2015 – 28th August 2018 (Financial Associate – Finance & Accounts Operations)**

***Client: -One of the key client of Capgemini.***

***Job Profile:***

* Proficient in Record to Report & End to End GL reconciliation, Bank reconciliation & fixed asset reconciliation as per agreed SLA along with booking of Journals. Working in a process of Bank Suspense Reconciliation in which is end to end GL reconciliation including outstanding balance of general ledger account and rectifying entries to get GL back to zero. Investigation, correction towards client account and other GL accounts through posting of journal entry.
* Perform various account reconciliations(Bank accounts/GL accounts /Customer accounts.
* Prepare ageing schedule for old reconciling items & follow up for the clearance.
* Perform monthly intercompany and GL reconciliations.
* Prepare and post month end close journals.
* Follow up for the getting the bank statement from customer /Bank.
* Team work allocation.
* Data (Bank Daily Transactions) extract from Applications provide by client and upload to development team shared drive.
* Update SOP’s as needed.
* Provide floor support after shift hour.
* Ensure smooth and timely delivery of work allocation.
* Do Quality check.
* Prepare daily reports which is helpful for team day to day reconciliations process using Excel formulas.
* Receive Remittances payment process according to different PROs.
* Handle Unapplied Cash and Process of Refunds.

.

**Hobbies**

* Listening to music,
* Playing Indoor Games

**Date of Birth:**14-11-1989

**Language Known:** English & Hindi

**Martial status:** Single

**Declaration:**

I, hereby, declare that all the information, furnished above is correct to the best of my knowledge and belief.

**Date:**

**Place: Hyderabad**

**VAIBHAV AKHOURI**

-