**Favas**

**Favas.237505@2freemail.com**

Finance & Accounts Operations Professional

*In quest of assignment in Finance & Accounts Operations/ Financial Analysis / Research / Marketing/ Sales/ Consulting with an organization*

**Profile Summary**

* Pursuing ICWA intermediate (CMA) & 2nd Year M.Com under Bharathiar University (Distance Education)
* Bachelor of Business Management & B.Com CA graduate
* A diploma holder in Computerized Financial Management and skill based subject: Retail Management

Finance & Accounts professional with 3 years of experience in finance & accounts operations. I worked in a financial reporting role for 2.3 years at IBM, under Finance and Planning (F&P) internal accounts department. I have experience in finance & planning under FSH process (Finance Service Hub), which deals with planning, forecasting, budgeting and reporting of different departments of IBM across the globe. I started my career as an accountant in the Institue of Accounts, Audit & Management (IAAM), a group of accounts work contractors where I handled the accounts of clients from different industries. These working environment made me adept at developing long-term relations with customers and vendors.

**Technical Skills**

Hyperion Brio, Essbase, Cognos, SAP, Lotus notes, Sametime, Tally, Peachtree, Prezi, MS Outlook &

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| MS Office (Advanced Excel) |  |
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| **Work Experience** |  |
| **1. IBM India Pvt. Ltd.** Bangalore, India | (IBM Global Business Services–Finance & Planning) |
| **Senior Associate Finance & Accounts Operations** | January 2014 – March 2015 |

 **Responsibilities**

* Preparation of CHIP, Virtualization and Finance Overview Review Pack reports
* Preparation of MOR Pack, CMT and SLA reports which were initiated by me in the transition
* Prepare US on-site expenses recovery process and project DB report
* GFE expense analysis (WWER/Non WWER/CAAPS) of employees to ensure prompt recovery of specific cost of the project.
* Monthly billings for labor spend productivity and utilization based on the employee band level.
* Manage Residual Billing System (RBS) that review and approve the centralized and project management billings
* Preparation of inter-company agreement (ICA) country to country.
* Processing journals in GLUI & SAP – Cost transfer, recovery and miscode charges.
* Monitoring the ledger for unknown cost and preparing dashboards for monthly review

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| **2. IBM Daksh Pvt. Ltd.** Bangalore, India | (IBM Global Process Services–Finance & Planning) |
| **Practitioner Finance & Accounts Operations** | January 2013-December 2013 |

 **Responsibilities**

* Preparing Spend/Forecast/Head Count report monthly, quarterly and yearly.
* Determine financial status by comparing and analyzing forecasts with actual results by preparing variance report
* Analysis of the spend data which is pulled from the ledger and make sure that it was hitting the right project/department
* Preparing Servers Resource Management, Enterprise Compliance Management, Interlocks Vs Actual, Key Performance Indicator and Compliance reports.
* Analyze complex financial information and reports to provide accurate and timely financial recommendations to management for decision making purposes
* Supporting senior management team and department heads with in-depth analysis
* Creation of Accounts to claim the labor cost against projects

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 **Achievements at IBM :**

* Automation of existing activities leading to productivity improvement which saved 45% of man hours
* Initiated the transition of SSO & EUS projects and received IBM Manager’s Choice Award in July 2014
* Promoted to senior associate role in August’14 within a short span of 18 months & took two roles
* Backup support provided for other roles as and when required, that resulted in versatility
* Nominated as audit SPOC and transport SPOC in FSH process which gave me more exposure
* Gained good performance rating for continuous 2 years
* Admin to manage the FSH community in IBM Connections and social Committee member for organizing the team events.

**3. Institute of Accounts**, **Audit & Management** Edappal, India May 2012 - November 2012

**Accounts Executive**

 **Responsibilities**

* Preparing reconciliation reports and bank check clearance report
* Handling customer queries and calls
* Reporting the day-today activities to management
* Handling the books of different clients
* Assisting auditor in checking the books of accounts
* Preparation of ad hoc reports, other analysis and special projects as needed

**Educational Qualification**

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| **Course/Degree** | **School/College/University** | **Year of Passing** | **Percentage (%)** |  |
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| BBM | CMS College of science & Commerce, | 2012 | 75% |  |
| Coimbatore, India |  |
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| B.Com with Computer Appln | Bharathiar University | 2012 | 71% |  |
| (Dual Degree Participatory Course) | Coimbatore, India |  |
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| Diploma in Computerized Financial | Institute Of Accounts, Audit & | 2012 | 85% |  |
| Management | Management, Edappal, Kerala |  |
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| Certificate of Tally ERP | Institute Of Accounts, Audit & | 2010 | 80% |  |
| Management, Edappal, Kerala |  |
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| +2 (Commerce) | Darul Hidaya Higher Secondary School, | 2009 | 82% |  |
| Pookkarathara, Edappal, Kerala |  |
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| SSLC | Al-fathah English school, Poonthanam, | 2007 | 75% |  |
| Perinthalmanna, Kerala |  |
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**Achievements**

* Done a project on “Effectiveness of Service Quality”
* University Chess team Player for three consecutive years
* Got 2nd prize in Bharathiar University intercollegiate chess championship 2011

**Languages**

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| To Speak | : English, Hindi, Malayalam and Tamil. |
| To Read and Write | : | English, Hindi, Malayalam, Tamil & Arabic |