**UMANATH SHETTY**

**CAREER OBJECTIVE**

Striving to achieve excellence through selective and focused pursuit of the short and long term goals through my chosen organization and work field, where knowledge has always been in mind to cope up with the future challenges.

**CARRIER SUMMARY**

* Finalization of accounts.
* Ability to provide excellent client service.
* Support the Revenue recognition process.
* Vendor master data maintenance.
* Support with Financial Analysis.
* Dealing with Foreign Exchange.
* Reconciliation of Accounts, Client Management.
* Preparing Monthly and Quarterly MIS which includes creating Dashboards for Management
* Support team for monthly closing process.
* Support in valuation of new investments by the company.

**PROFESSIONAL EXPERIENCE**

Accountant at Gauge 16 Steel fabs Pvt. Ltd. Bangalore from 01st November 2014 to 31st March 2015

* Preparation of depreciation schedules
* Preparing reports on annual accounts and information for the auditor
* Direct internal and external audits to ensure compliance
* Examining financial records and statements to check for accuracy
* Create Invoices and Statements for clients on a timely basis
* Responsible for management of accounts payable - verified invoices, oversaw purchase of supplies, tracked supplies, recorded in general ledger. Matched checks with invoices, mailed and distributed checks
* Responsible for management of accounts receivable - provided services to monthly clients, completed billing invoices, ensure checks received match the record in the general ledger, responsible for monthly client billing
* Perform financial analysis of monthly and quarterly activity
* Prepare and review various financial reports requested by Management
* Reconciled bank statements

**Financial Analyst at Northern Trust from 20th Apr, 2015 to 11th Aug, 2016.**

Worked with two different teams, my responsibilities were as follows:

**Working in IOO (Investment Operation Outsourcing) US Valuation under Client Reporting team.**

* In this process, I was responsible for Auditing(Accounting level) and Reporting on client’s investment.
* Investigating the errors made by various departments like Income team, Performance Team, Pricing team, Foreign exchange team, CDM team etc.
* Resolve the issue by reaching the respective teams or the Client managers through mails or other devices.
* Signing off the accounts
* Applying backdate concept where the Investment details flows into reports.
* Preparation of Reports and Dashboards for clients
* Checking the Dates, Market value, Income, Capital inflow and outflow, Capital gain/loss, Contents etc. are included in the reports
* Verification of Reports with team Via ERM(Enterprise Relationship Management)

Tools/Applications used in the process: -

Fund Master, Price Repository Scrubbing(PRS), Pace, pace.Net, ART, Microsoft Excel, Microsoft word, Intranet Reporting, Institutional Investor Passport(IIP), Mailing, Lotus Notes, ERM (Enterprise Relationship Management), Fundamentals, Macros etc.

**Working in IIG (Institutional Investor Group) Fee Verification Team**

* In this process I have to verify the client fees which is charged by the company for the service made.
* Management Report and IFIS (International Finance Control System) reports. Pull the data from MR and IFIS, to match back the values by using different macros such as Asset Detail Macro, Cash Detail Macro, Transaction Macro etc.
* Finding discrepancies in the fees and raise it to IFIS team,
* Verifying Performance charges, Standing charges, Client fees, Assets, Purchase, Sales etc.
* Sending checklist and invoice to Account managers for the Approval
* Verifying the checklist and forward it to the client for the payment.

**PERSONAL PROFILE**

I am energetic, outgoing & ambitious in my own interest & reliable. I am eager to learn & quick to respond positively to new situations & require minimum of instructions on new assignments. I get on well with people at all levels. I regard myself as being creative & hardworking.

**ACADEMIC QUALIFICATION**

M.B.A (in Finance) - 2014: Visvesvaraya Technological University, Bangalore

B. Com-2012: Mangalore University, India

**COMPETENCY AND SKILL SETS**

* Communication & presentation skills.
* Financial Analysis.
* Proficient in MS office applications (Word, Excel& Power Point)
* Creative and innovative in approach towards work.
* Able to handle people in a very efficient way.
* Handling of Accounts Payable and Accounts Receivables.
* In depth knowledge of General Ledger Accounts.

**PROJECTS DONE**

Project Name: A study on Loans and Advances in Agricultural Co-operative Bank (For M.B.A).

Tools used: NPA, Correlation and Graphical Representation.

**PERSONAL DETAILS**

Date of Birth : 01-12-1990

Languages known : English, Hindi and Kannada.

**Job Seeker First Name / CV No: 1841760**

[Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)

