**Ambrish**

**Ambrish.373505@2freemail.com**

ACCA (UK) finalist, BSc (Hons), Adv Diploma in Accounting & Business

Career Objective

A goal-oriented finance professional who possess 4 years of experience in the field of Accounting, Finance & Audit. Seeking for a challenging opportunity to show and enhance the expertise and skills and to contribute the level best to the company.

Job Achievements

* + - * Reduced Debtors days via payment upfront discounts which increased cash flow.
			* Supervised and trained the co-workers, which ensured proper handling of all accounting processes & reconciliations.
			* Found new methods to complete the accounting process handled in a more effective and efficient way.
			* Improved many Internal Controls which were inadequately designed by the clients.
			* Received recognition from company managers for good performance, hardworking and attention to detail.
			* Received recognition from the on-shore client for meeting deadlines on timely manner and for the ability to learn quickly.

Professional Work Experience

**Accountant at City Saw Mills (Furniture Manufacturer), Colombo. From March 2016 – September 2017**

* Manage & record the day to day accounting transactions in Quick books accounting system.
* Prepare monthly, quarterly & annual financial statements, VAT returns, bank reconciliations, loan schedules & business performance reports to CEO.
* Assess profitability through analysis of financial statements.
* Process Payroll, EPF/ETF, and handle petty cash.

**Senior Finance Associate at WNS Global Services, Colombo. From February 2015 – March 2016**

* Prepare daily & monthly balancing processes on disbursements, premiums, claims, commissions (DPCC) & accounting totals and reporting to on-shore (through e mails and calls) & off-shore managers for unreconciled items.
* Perform investigation & research to find reasons for the unreconciled items and communicate with the on-shore managers to correct the unreconciled items.
* Prepare several bank and suspense accounts reconciliations monthly.
* Pass journal entries and reversal entries on request by on-shore and participate in production calls whenever required by the on-shore and off-shore managers.
* Prepare reports to on-shore on quarterly basis for monthly DPCC totals and unreconciled items.

**Audit Trainee (Business Risk Services) at Ernst & Young, Colombo. From June 2013 – July 2014**

* Review and identify weaknesses of a client’s designed internal controls and make recommendations to enhance the efficiency and effectiveness of such controls.
* Communicate with the client’s key management personnel in analysing and designing internal control systems and procedures.
* Prepare internal audit reports, on the assessment of internal control systems followed by the clients and presenting it to the audit managers.
* Visit outstation clients for audits, cash & inventory counts as and when informed by the audit managers.
* Participated in Construction, Bank, FMCG, Hospitality & Insurance industries for Internal audits.
* Participated in Bank & Finance industries for External audits.

Professional Qualifications

* BSc (Hons) Degree in Applied Accounting – *Oxford Brookes University, UK*
* ACCA (UK) Finalist – *ACCA (UK)*
* Advanced Diploma in Accounting & Business – *ACCA (UK)*
* Diploma in Accounting & Business – *ACCA (UK)*
* G.C.E Edexcel Advanced level (Commerce stream, London examination) – *Royal Institute International, Colombo*
* I.G.C.S.E Edexcel Ordinary level (Commerce stream, London examination) – *Belvoir College International, Colombo*

Computer Literacy

* Diploma in Computer studies (Word, Excel, Power point, access, Internet & E mail)
* Advanced Diploma in Computerized Accounting (Quick Books, Tally, MYOB, ACCPAC, Sage, Peach Tree, ERP (SAP) & AS400)
* Certificate in Advanced Excel

Soft Skills Summary

* Critical thinking
* Highly committed
* People management
* Quick learner
* Hard worker
* Ability to meet deadlines
* Coordinating with others
* Effective communication skills
* Ability to work independently

Awards

* For excellence in Accounting & Mathematics subjects in Ordinary level.
* Gold medallist in school for every year in Athletic events {High jump, Long jump, Relay and Flat race (50m, 75m, 80m, 100m & 200m)} and was many times awarded as the champion in athletics.
* Was selected as the Vice captain in athletics at Belvoir College (2005) and at Royal Institute (2011).
* Was selected as the Treasurer to conduct meeting in Science subject once in every month at Belvoir College (2007).

Extra-Curricular Activities

* Attended training programs such as Six Sigma, Advanced excel, whenever conducted by WNS (2015).
* Participated in debate meeting at school (2006).
* Played Basketball for WNS (2015), Ernst & Young (2014) and in the Inter house sports meet at Belvoir College (2010).
* Participated in athletics in the Inter International Schools Athletic Championship (IISAC) every year in school.

Personal Information

* Date of birth : 14th June 1994
* Marital status : Single
* Gender : Male
* Schools Attended : Belvoir College (Colombo), Royal Institute (Colombo)
* Nationality : Sri Lankan (Also, an overseas citizen of India)