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|  |  | | **Revathy.** | | |
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|  |  | | [**revathy.379773@2freemail.com**](mailto:revathy.379773@2freemail.com) | | |
|  |  | | **DUBAI, UNITED ARAB EMIRATES** | | |
| **ACCOUNTANT** | | | | | |
| **CAREER** |  | Passion, Presence and Charisma; ability to build relationships and strategic | | | |
| **OBJECTIVE** |  | partnerships with different types of customers, ability in providing strategic | | | |
|  |  | Initiatives for area, key accounts and segments. | | | |
| **CAREER** |  | Post Graduate in MBA with more than four years of professional work | | | |
| **SUMMARY** |  | Experience in Finance and Accounts. | | | |
| |  | | --- | | **EXPERIENCE** |  |  | | --- | | **SUMMARY** | |  | * Performing Accounts Payable work through SAP, ERPs- Oracle and BPCS and lasvegas * Reconciliation of daily reports * Maintain GR database and working with vendor. * Responsibility to resolve the issues of supplier relation team and vendor * Try to find process improvement opportunities. * Management Reports for process improvement on weekly/monthly basis * Preparation of finalization of accounts.(Trading and profit and loss account and balance sheet) * Try to find out process improvement | | | |
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| **WORK**  **HISTORY** |  | | **1. Organization: EXL Service (Outsource Partners International Ltd.)**  Job profile:  Accountant  Tenure: October 2013–January 2015  **2. Organization: Xerox business service LLC**  Job profile: Senior Accountant  Tenure: April 2015 –March 2018 | | |
| Graduate in MBA with more than Four years of professional work Experience in Finance and Accounts. | | | | | |
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**EDUCATION**

**COMPUTER SKILL**

**PERSONAL**

# PROFILE

M.B.A Major in Finance & HR

ANNA UNIVERSITY CHENNAI INDIA

Good work experience in computer Software’s like **MS OFFICE ADVANCED**, **INTERNET, and Excel** etc.

# Accounting Packages like, SAP, Oracle.

Date of Birth 12-09-1990

Sex Female

Religion Hindu

Nationality Indian

Marital Status Married

Languages Known English, Malayalam, Tamil



**DECLARATION** I hereby certify that all the above furnished information’s are true and original

Certificates in support of the same will be presented upon request.