**Ravi**

[ravi-397135@gulfjobseeker.com](mailto:ravi-397135@gulfjobseeker.com) Dubai –UAE

# OBJECTIVE

To acquire a demanding Accounts position in an organization where I can utilize my skills and work with efficiency, effectiveness

**EXPERIENCE**

1.5 Year Mumbai – India

* Application of receipt to the respective invoices.
* Ensuring timely bank payments.
* Working on unidentified receipts on daily basis.
* Regular follow up with allocated clients for payment collection.
* Providing information to external/internal/state auditors as and when required, on timely basis
* Updated statements of accounts to clients as per the agreed SLA s/timeframes.
* Making follow up through email for invoices details.
* Prepare MIS reports related to Accounts Receivable.
* Reconcile accounts receivables receipts.
* Sending unidentified and unapplied reports to the clients.
* Managing balance sheets and profit/loss Statements
* Rising invoices in Oracle ERP.

# Process Associate

2.3Year Bangalore–India

* Updating accounts right from journal entry to finalization of accounts and preparation of financial statements viaSAP
* Preparation of monthly bankreconciliations
* Handling/Responding to client across variousgeographies
* Responsible for month end reporting to the AR users and onshore team
* Responsible to assist with the bank rec and credit control with their queries
* Responsible for weekly internal audit

# ACADEMICS

## Master in Business Administration (finance)

July 2014-Mar2017 Bangalore –India

## Bachelor in Commerce(Accounting & Finance)

**INTERNSHIP AND PROJECT**

Completed project report on **“Analysis of net profit and cash from operatingactivity’’**

# ACHIEVEMENTS

* Achieved Best Team PlayerAward
* Achieved Best Teamaward
* Top Performer Award

**PERSONAL PROFILE**

Date of Birth : 10th FEB 1993.

Nationality : Indian

**Visa Status : Visit Visa**

# LANGUAGE

English Marathi Hindi 



# Applications/Software

* + SAP
  + Oracle
  + Outlook2010
  + Advanced Excel

July 2012-Mar2014 MUMBAI –India