



Deepika K

University Academic – Accountant

Visa Status – 23/Dec/23 – 18/Feb24

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EDUCATION

MBA Finance | Year 2019

– PG Academic - 64%

University of Madras

Tamil Nadu, India.

B Com Accounts | Year

2017– UG Academic

72%

University of Madras

Tamil Nadu, India.

SKILLS

- SAP Tool, TALLY ERP, ORACLE, MS Excel & Outlook.
- Learned XERO accounting software course and attend Webinar sessions in XERO Central Learning
- Ability to work under tight deadlines and able to produce work on timely basis.
- Interested to learn new things and positive attitude towards multi-tasking.

EXTRA - CURRICULAR

RYLA Rotary Club |

Youth Leadership Award.

IMCTF | Appreciation

Received from Bharatheya

Ganathon Singing Award.

Dakshin Bharat

Indian Army |

Swarnim Bharat Run

Marathon 5KM Finisher.

CAREER OBJECTIVE

A designated University Academic in **Accounts** with strong financial reporting and experience in Large IT Companies with 4.9 Years experience. Possess Strong working in the field of accounting to maintain a book of accounts, analysis of Profit & Loss A/C & Balance sheet and Knowledge in Microsoft Excel, Outlook, SAP & Oracle.

EXPERIENCE

Capgemini India Pvt Ltd - Process Associate – Nov 22 to Dec 23

Infosys BPM Limited - Accounts Associate – Jun 21 to July 22

Accenture Solutions Pvt Ltd - General Ops Associate – Mar 19 to Apr 21

Ramesh Subramaniam & Co - Accounts Assistant – Apr 17 to Oct 17

Roles & Responsibilities

- Maintaining books of accounts efficiently.
- Recording and posting daily transactions of cash receipts, invoices, and payments.
- Reconciling bank accounts, inter company accounts & other accounts in SAP HANA
- Preparing and entering monthly journal entries
- Any other Ad hoc duties assigned by management.
- Assisting with monthly, quarterly, and year-end closing processes.
- Allocating work allocation to team to complete target & deadlines.
- Preparing production & consolidation reporting activities.
- Monthly reports, TB Review, Status report (Standard/Ageing of accounts), Quarterly/Monthly Balance sheet reconciliation.
- On daily basis checking and reconciling the bank statement vs SAP posting without any discrepancies.

PERSONAL PROFILE

Passport No: S0824608

Nationality: Indian

Marital Status: Single

Languages: English/Tamil

Gender: Female

Ready to learn new things to prove myself.