

# Goutham B

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📍 Bengaluru, India



## PROFILE SUMMARY

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Senior Process Executive with an innovative mindset and 3+ years of experience in Financial Analysis, including accounts payable and receivable, payroll, and general ledger functions. Proven expertise in preparing comprehensive financial reports such as income statements, balance sheets, and cash flow statements with exceptional problem-solving skills. Experienced in contributing to the development of annual budgets and financial forecasts. Extensive knowledge of analyzing and resolving complex business problems with high accuracy and quality. Ambitious individual looking to apply skills and experience in a challenging role within a dynamic and diverse work environment.

## CERTIFICATION

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### **Advance Excel with Macros & VBA**

*Indian Global Software Solutions*

### **Diploma in Accounts with Tally.ERP9**

*Indian Global Software Solutions*

## PROFESSIONAL EXPERIENCE

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**Infosys BPM Limited**, Senior Process Executive Nov 2020 – present | Bengaluru, India

Provided accounting services to clients, including tax preparation, financial statement analysis, and audit support. Conducted research on new accounting standards and regulations to ensure compliance.

- Prepared detailed financial reports, including income statements, balance sheets, and cash flow statements.
- Conducted financial statement analysis and identified areas for improvement, resulting in a 10% increase in revenue for a client.
- Assisted with audit support for a client and helped to identify \$1 million in cost savings through process improvement.
- Managed comprehensive financial records, overseeing accounts payable/receivable, payroll, and general ledger functions.
- Conducted thorough financial analysis to identify trends, offering valuable insights to support management decision-making.
- Conducted account reconciliations and resolved discrepancies to maintain financial accuracy.
- Collaborated with other members of the finance team, providing support as needed.
- Developed automated reporting system using excel models and Macros, reducing report generation time and providing real-time insights to clients.

- Collaborated with cross-functional teams and onshore peers to analyze business processes, identify inefficiencies, and implement solutions that resulted in a 20% reduction in operational costs.
- Mentored junior executives, managing workflows, handling escalations, Stakeholder Communication and Guidance; Reporting to Management.

## EDUCATION

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**Master of Commerce,** 2021 – 2023 | Bengaluru, India  
Vasavi Jnana Peetha Degree College

**Bachelor of Commerce,** 2017 – 2020 | Bengaluru, India  
Vasavi Jnana Peetha Degree College

## SKILLS

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- Problem solving and critical thinking
- Data Analysis and Reporting, analytical skills
- Strong communication, interpersonal and organizational skills
- Advance Excel with Macros & VBA
- Power BI
- Salesforce Lightning
- Tally.ERP 9
- Microsoft Office

## AWARDS

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**I-Star Award,**  
Recognized for stellar performance and the critical role that i have performed.

**Individual Extra Miler Award,**  
Recognized for best and outstanding performance within team in the organization.

## PERSONAL INFORMATION

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- Languages Known : English, Hindi, Tamil, Kannada, Telugu
- Marital Status : Single
- Notice Period: 1month (Negotiable)
- Nationality: Indian