

Shalini Verma

◇ Bangalore ◇ 8867375353 ✉ shv0297@gmail.com

Executive summary

- √ Focused professional with 6+ years of experience and a proven knowledge of accounting expertise, audits and audit controls. Aiming to leverage my skills to successfully fill the manager role at your company.
- √ Skilled in quantitative/ statistical analysis, budgeting, accounting, and forecasting, providing robust modeling and reporting to facilitate executive-level decision making.
- √ Passionate about supporting company operations through analysis of key performance indicators and trends.
- √ Capable of assessing financial and business activity for major variances in projects or accounting discrepancies and assisted in resolving issues prior to the financial closing period.
- √ Skilled in conducting financial analysis such as budget setting, expense variance analysis & financial consolidation; investigated and resolved potential project revenue leakage areas.
- √ Adroit in maintaining steady cash flow and fund availability for future/ existing business funding requirement by effectively managing working capital utilization, deployed funds and enhanced ROI for generating adequate liquidity and cash flow. Proficient in managing financial analysis, internal & regulatory reporting, accounting operations, IFRS & GAAP compliance, budgeting and forecasting leading to significant improvements in cost savings, profitability and productivity.
- √ Adapt at maintaining consistent & appropriate business practices and enhancing controls for credit risks, automating/ implementing financial information systems; prepared financial forecasts aligned to budget projections. Highly organized, disciplined and task focused with fine-tuned analytical, troubleshooting and administrative skills. Personality traits include decision making ability and capacity to delivery under pressure.

Work Experience

Senior associate

SBI life insurance

Aug 2017 - Feb 2023

- √ Provide financial analysis of results through reports, narratives, and presentations for management and regulatory purposes, including industry analysis.
- √ Develop and prepare forecasts of financial results reflecting the changes from trends, other resources, and upcoming organizational and regulatory changes, ensuring forecasts are consistent with expectations, supporting
- √ analysis and reconciliation of backlogs.
- √ Manage and coordinate forecasting processes and procedures, assisting in the

creation of business models, and completing weekly reports.

√ Reviewed and analyzed financial accounting information and presented analysis and commentary to key business partners.

√ Worked to ensure that the financial control framework was in place to ensure the accurate reporting of financial conditions.

√ Collaborated with teams including Cash Operations, Treasury, and Tax.

√ Supported in business planning through accurate budgeting/forecasting.

√ Coordinated and supported during forecasting, budgeting and monthly reporting cycles and also yearly cycles with department heads.

√ Successfully interpreted and communicated financial information to teams across the business.

√ Oversaw the month-end, quarter-end, and year-end closing of the books, reconciliations and journal entries.

√ Created solutions for customers to satisfy specific needs, quality and budget.

√ Answered incoming telephone calls and processed incoming and outgoing mail to support office staff.

√ Worked with vendors to resolve equipment failures.

√ Used Microsoft tools to create correspondence, edit spreadsheets and develop presentations.

√ Assigned tasks to lower-level personnel based on qualifications and skills set.

√ EMS (expense management system)

√ Carried out Day to Day duties accurately and efficiently .

√ Learned new skill and applied to daily task to improve efficiency and productivity

√ Used Microsoft word and other software tools to create documents and other communication

Senior officer financial analyst

Herbalife international India

Apr 2023 - Present

√ Support in business planning through accurate budgeting/forecasting.

√ Participate in the coordination and support during forecasting, budgeting and monthly reporting cycles with department heads.

√ Responsible for timely and accurate preparation of various financial analyses.

√ In-depth understanding of cost reporting structure, processes and systems.

Understand drivers for cost performance; drilldown & analyse the cost across actuals and plan/forecast.

√ Identify & lead process improvement.

√ Continuously seek new ways to leverage business data to offer fresh insights and aid decision making. Identify and understand business challenges; propose and create solutions.

√ Develop and maintain effective relationships with business partners and cross-functional teams at all levels of the organization.

√ Provide support in preparing all management presentations.

√ Ad-Hoc Reporting and Analysis.

References

√ Meera 99877 92389

Education

Master in business administration

June 2015 - Aug 2017

City college

- √ Specialised in Banking Finance & Insurance / Finance & Account Management
- √ I was a campus recruit
- √ BELLA Training Program, 2016
- √ Awing Internship, 2017
- √ Global Convergence of Management Education and Practise
- √ Student Conclave on Enhancement of Quality and Innovations
- √ in Presenting Dissertation
- √ Vidyaarthi Adhiveshanam 2017
- √ SAP FICO, 2016 Projected

B.B.M

June 2012 - June 2015

City college

- √ Bachelors of business management in marketing

Achievements

- √ GEM AWARDS
- √ 0% TAT for processing claims
- √ Data analysis and interpretation
- √ Certificate of appreciation for achieving overall TAT of all expense claims