

ADITI SHARMA

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PROFESSIONAL SUMMARY

CIMA Certified Management Accountant (CMA) with B.Com (Hons.) degree seeking to leverage expertise in management accounting, financial analysis, cost management, and business performance optimization. Strong foundation in financial reporting, budgeting, variance analysis, and strategic decision support. Proficient in Excel, accounting software, and ERP systems with proven analytical abilities and commitment to delivering accurate, timely financial insights.

EDUCATION

Bachelor of Commerce (Honours) — Mata Sundri College For Women, New Delhi 2020 – 2023
Relevant Coursework: Management Accounting, Cost Accounting, Financial Management, Business Analysis, Taxation

PROFESSIONAL CERTIFICATIONS

Accredited Management Accountant (CIMA) — Chartered Institute of Management Accountants
Post Graduate Certification in Management Accountancy — Strategic Financial Management Focus
Financial Modelling and Valuations — Professional Certification

CORE COMPETENCIES

- Management Accounting — Cost Accounting — Financial Reporting — Performance Management
- Budgeting & Forecasting — Variance Analysis — Cost Analysis — Profitability Analysis
- Financial Planning & Analysis (FP&A) — MIS Reporting — KPI Development — Dashboards
- Process Improvement — Business Process Analysis — Risk Management — Internal Controls
- General Ledger — Account Reconciliation — Month-end Close — Financial Consolidation
- MS Excel (Advanced - Pivot Tables, VLOOKUP, Macros) — ERP Systems — SAP Awareness — Accounting Software

ACADEMIC PROJECTS & PROFESSIONAL TRAINING

Management Accounting & Performance Analysis CIMA Certification Programme

- Developed budgets and forecasts applying management accounting techniques for planning and control
- Performed variance analysis comparing actual vs. budgeted performance and identified areas for improvement
- Created performance measurement frameworks using KPIs, balanced scorecards, and operational metrics
- Applied costing techniques including ABC, standard costing, and marginal costing for decision-making

Cost Management & Analysis Projects Management Accountancy Certification

- Conducted cost analysis identifying cost drivers, analyzing cost behavior, and recommending cost optimization strategies
- Performed break-even analysis, CVP analysis, and profitability analysis supporting business decisions
- Developed pricing strategies based on cost structures, market conditions, and competitive positioning
- Analyzed product and service profitability across different segments and business units

Financial Reporting & Analysis B.Com (Hons.) Programme

- Prepared financial statements and management reports following GAAP and accounting standards
- Conducted financial statement analysis using ratio analysis, trend analysis, and comparative analysis
- Performed account reconciliations ensuring accuracy and completeness of financial data
- Supported month-end and year-end closing processes including journal entries and accruals

Financial Modeling & Business Analysis Professional Certification

- Built financial models for budgeting, forecasting, scenario analysis, and investment evaluation
- Developed MIS reports and dashboards for tracking business performance and key metrics
- Utilized Excel for data analysis, automation, and creating dynamic financial reports
- Conducted business process analysis identifying inefficiencies and recommending improvements

TECHNICAL SKILLS

Software: MS Excel (Advanced - Macros, Pivot Tables, VLOOKUP, Data Analysis) — MS Office Suite — ERP Systems (SAP Awareness)

Accounting: Tally — QuickBooks — Accounting Software — Financial Planning Tools

Knowledge: GAAP — IFRS — Management Accounting Standards — Cost Accounting — Taxation Basics — Internal Controls

KEY STRENGTHS

Strong analytical and problem-solving skills — Attention to detail and accuracy — Excellent time management and organizational abilities — Effective communication and presentation skills — Quick learner adaptable to new systems — Team collaboration — Process-oriented mindset — Commitment to continuous professional development