

Akash Ravindra Mandke

Analyst

My Contact

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91-7378452030

Pune India

Skills

- Financial Reporting
- Reconciliation
- Data Entry
- Fund Management
- Invoice Processing
- Financial Statement
- GST Compliance
- Bank Reconciliation
- Financial Analysis
- General Ledger Management

Technical Skills

- SAP Business One
- SAP FICO ECC
- Tally ERP
- QAD
- Zoho Books
- Advanced Excel
- MS Word
- Goods and Services Tax (GST)

Education Background

- Yashwantrao Mohite Institute of Management
MBA (Finance) 91.20%
Completed in 2023
- Abasaheb Garware Collage, pune
Bsc 75.63%
Completed in 2019
- Yashwantrao Mohite Collage, Pune
HSC 61.23%
Completed in 2016

Objective

Detail-oriented accountant with 3+ years of experience in financial management, accounting, and reconciliation. Proficient in SAP and financial reporting. Skilled in managing daily accounting tasks, vendor payments, and ensuring regulatory compliance. Seeking to contribute to a dynamic organization while supporting growth and strategic decision-making.

Professional Experience

VTC 3PL SERVICES LTD

Analyst

11/25-Present

Key responsibilities:

- Managed purchase and sales booking in SAP (Hana BI), ensuring accurate entries and seamless integration, optimizing financial operations and supporting efficient business transactions.
- Performed TDS working and tax calculations, ensuring compliance with regulations, accurate reporting, and timely tax filings, minimizing financial discrepancies and mitigating audit risks.
- Handled day-to-day bank entries, facilitating smooth cash flow management, ensuring accurate account tracking, and maintaining financial records in line with business requirements.
- Led vendor payments, AP invoice booking, and reconciliation processes, streamlining financial operations, reducing payment delays, and improving vendor relationships through prompt and accurate payment management.

Firstpoint Advisors LLP

Analyst

3/2024-10/25

Key responsibilities:

- Managed purchase and sales booking in SAP (Hana BI), ensuring accurate entries and seamless integration, optimizing financial operations and supporting efficient business transactions.
- Handled day-to-day bank entries, facilitating smooth cash flow management, ensuring accurate account tracking, and maintaining financial records in line with business requirements.
- Led vendor payments, AP invoice booking, and reconciliation processes, streamlining financial operations, reducing payment delays, and improving vendor relationships through prompt and accurate payment management.

MAXGEN TECHNOLOGIES PVT LTD

SAP (FICO) END USER

2023 -3/2024

Key responsibilities:

- Executed end-to-end Account Payable processes within SAP FICO, ensuring accurate and timely payment processing.
- Contributed to month end & year end closing Activity, reconciling financial statement & ensuring compliance with regulatory requirements.
- Assisted in the creation and modification of financial reports using sap reporting tools.

HINGE & ASSOCIATES CHARTERED ACCOUNTANTS

Intern

2022-2023

Key responsibilities:

- Perform Excel reconciliations for bank, vendor, and ledger balances.
- Support invoice processing, compliance data preparation, and document management.
- Analyse monthly financial data, prepare variance reports, and support budgeting.
- Perform Excel-based reconciliations for revenue, expenses, etc.
- Prepare MIS reports and financial dashboards.