

About Me:

With 7.6 Years of experience in US GAAP and accounting domain, Client Accounting, Budget and Forecasting, US Taxation and Audit.

Working as Financial Analyst in EqualizeRCM Services (SysInformation Healthcare (India) Private Ltd), Mysore from July 2013 to till date.

Key Roles: Financial Analyst: May 2019 to till date: Involved in key roles and responsibility of US Finance:

- Financial reporting
- Budgeting/ Forecasting:
 - Preparation of yearly budgeting plan, working with cost center managers and review with CFO, and signing off from the organization board.
- Variance analysis report:
 - Presenting flash reports to the organization board(Annual/monthly budget Vs actuals),
 - Variance analysis reports with different cost centers: AR ageing reports, billed revenue and collected revenue reports.
- Consolidation:
 - GAAP Consolidation of Financial statements(Parent and subsidiaries for Audit/Tax requirement)
- US Audit:
 - Assisting in the external audit team in the annual audit process.
 - Bank Audit
- US Taxation:
 - Sales Tax Filing – Quarterly/Monthly
 - Yearly 1099 miscellaneous and NEC filing
 - Income tax filing(Federal tax, Texas Franchise, Delaware Franchise tax)
 - Property tax rendition

Other Projects:

Helping CFO and other board members on the requirement like (year-end):

- Financial projections
- Revenue projections
- Performance bonus calculation

Role: Lead Accountant: Jan 2018 to May 2019 and Sr.Accounts Executive: Jan 2016 to Jan 2018:

Involved in Accounts Payable Process of US Finance:

- Vendor invoice process – vendor invoice reconciliation, W-9 collection, approvals from supervisors.
- Employee reimbursement:
 - Amex & Non Amex
 - Car mileage check – yearly on IRS website
- Periodic answers to vendor/employee/contractors queries.
- Benefits:
 - Reconciliation of company coverages.
- Check Runs Process:
 - Review A/P report and to make sure all vendors/Employee/Contractors bills are approved for payment.
 - Complete the Semi-monthly check runs process in QB and send the report to CFO to pay out.

- o E-mail payment stubs to Vendors/employee/Contractors.
- Reconciliation:
 - o Bank & Credit card reconciliation(monthly)
 - o Closing books of accounts – monthly, quarterly & yearly.
- US Payroll:
 - o Register new employees and termination
 - o Record changes (pay changes, bonuses & Address changes etc.)
 - o Monitor payroll cash balance to ensure sufficient funds are available
 - o Review time card systems before payroll updates.
 - o Processing bi – weekly and semi- monthly payroll.
 - o Periodically reconsider the payroll system
 - o PTO register update based on company policy

Accounts Receivable Process:

- Collect customer billing information from Operations Team and review with signed contract terms
- Receive/Deposit customer payments from Bank to QB (On a daily Basis).

Technical Skill

- MS Excel
- Quick Books (QB): Accounting Application

Education:

- Post-Graduation: MBA – Finance
- Graduation: B.Com

Achievements:

- Achieved several awards for the excellence in work. Was awarded STAR Award, GEM Award and SHINE award category from 2013 till date.

Personal Details

Name	: Nagendra R
Gender	: Male
Date of Birth	: 11-11-1987
Marital status	: Single

DECLARATION:

I hereby declare that the above-mentioned details are true to the best of my knowledge.

Place: Mysore
Date:

Nagendra R