Ankita Paul

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Professional Summary

Results-driven Financial Analyst with a proven track record in Financial Planning and Analysis (FP&A). Expert in analyzing complex financial data to support strategic decision-making and achieve financial objectives. Proficient in SAP and Excel, with a strong ability to develop insightful financial models and reports.

Work Experience

Tech Mahindra — May 2024 - Dec 2024
Business Associate — Pune

- Conducted detailed analyses of cost and financial data to identify trends, variances, and opportunities for improvement.
- Performed variance analysis between actuals, budgets, and forecasts to identify discrepancies and provide actionable recommendations.
- Assisted in the preparation and review of monthly, quarterly, and annual P&L statements.
- Performed gross margin and net margin analysis to evaluate profitability at different levels of the P&L.
- Monitored overdue financial reports and ensured timely communication to relevant leads and stakeholders.
- Coordinated with different department leads to address and resolve issues related to overdue reports.
- Maintained a tracking system for overdue reports and provided regular updates to senior management.
- Managed contracts that are unbilled and ensured they are billed in a timely manner.
- Coordinated with project managers and clients to determine billing schedules and resolve billing issues.
- Tracked billed contracts and monitored payment schedules to ensure timely receipt of payments.
- Communicated with clients regarding outstanding invoices and followed up on overdue payments.

Accenture Solutions Pvt. Ltd. — October 2022 - April 2024
Client Financial Management Associate — Pune

- Assisting in the execution of business analysis, compilation of period reports and management summaries, and the information management of supporting data.
- Ensuring the quality of input and output findings of the financial reports by validating the outcome and/or performing delta analysis from the prior analysis view.
- Creating presentations from SAP reports that offer insightful analysis, and providing effective framed decisions by highlighting necessary action items.
- Identifying research variances to forecast, budget, and prior-year expenses to identify opportunities for improvement.
- Developing financial models via MS Excel to support strategic decision-making, such as pricing strategies and scenario planning.
- Extracting reports from SAP S4 HANA on a daily/weekly/monthly basis and prepared financial insights on them.
- Executing ad hoc reporting and analysis in addition to quarterly and monthly finkedial reports.
- Performing analysis on current and past trends in key performance indicators including all areas of revenue, cost, expenses, and contract management.
- Handling monthly, quarterly, and annual actual financial closes to meet reporting deadlines by explaining variations.
- Integrating and analyzing financial data like budgets, income statement estimates, costs of manpower as per the SOW of the contract.

Education

Assam University, Silchar — August 2020 - June 2022
Finance and Marketing — MBA

GC College, Silchar — August 2017 - October 2020
Business Management — B. Com.

Skills

Financial Modelling
● ● ● ● ○

Budget Planning and Allocation
● ● ● ● ○

Risk Calculation and Assesment
● ● ● ● ○

Finance Operations Management
● ● ● ● ○

Interpersonal Skills
● ● ● ● ○

Organizational Skills
● ● ● ● ○

Team Management
● ● ● ● ○

Financial Planning and Analysis
● ● ● ● ○

Stakeholder Management
● ● ● ● ○

Dashboard and MIS
● ● ● ● ○

Presentation Skills
● ● ● ● ○

Certifications

Certifcation in MS Excel
Udemy

Diploma in Computer Applications
ITRC

Languages

English
● ● ● ● ●

Hindi
● ● ● ● ○

Bengali
● ● ● ● ●