

# SHELSA RUSWIN

## ACCOUNTS & FINANCE PROFESSIONAL



☎ 052 395 0403

✉ shelsaruswin@gmail.com

📍 Muwaileh, Sharjah

♀ Female

📅 26 May 1992

🌐 Indian

Visa Status : Family Visa

## EDUCATION

### CHARTERED ACCOUNTANT (GROUP 2 QUALIFIED)

Institute of Chartered Accountants of India

### ACCOUNTING TECHNICIAN

Institute of Chartered Accountants of India

### BACHELOR OF COMMERCE

University of Calicut

## CERTIFICATIONS

- Master Excel for Financial Analysis
- International Financial Reporting Standards
- Islamic Banking & Finance
- Leadership skills & team Management

## SKILLS

- Analytical, Numerical & Detail Oriented
- Team Management
- Time Management

## PROFILE

Financial Controller with 2 years experience in White Field Dairy Pvt Ltd., India & Accountant with 3 years experience in TIJ & Associates, India. Highly analytical, results-driven accounting specialist skilled at working quickly and accurately under tight deadlines. Extensive knowledge of Excel.

## EXPERIENCE

### FINANCIAL CONTROLLER

White Field Dairy Pvt Ltd , Kerala , India( Jan 2020 - Feb 2022 )

- Secure financial targets of the business unit through recurrent analysis and P&L monitoring
- Manage the month-end financial closing process
- Accountable for P&L entries and source of change elements against comparable periods
- Exchange with Accounting team to control, monitor and provide clear visibility on financial statements for the business unit
- Preparation of P&L for budget, revisions and landings in accordance with HQ guidelines and deadlines
- Monitor evolution of Balance Sheet accounts
- Secure monthly financial reporting (e.g: P&L, Capex, salesforecast). Point of contact for headquarter reporting requirements
- Partner & exchange with commercial team and provide support for ad-hoc and business cases as necessary
- Ensure business flows compliance with Stock & Sales & Accounts Receivables requirements as well as necessary risk assessment, external audit and tax
- Secure BU processes are compliant with internal control guidelines
- Collaborates during the company external audit process (statutory)

### ACCOUNTANT

TIJ & Associates, Kerala, India ( Dec 2016 - Jan 2020 )

- Collection, Interpretation & review of financial information.
- Prepared financial reports related to Budgets, Account Payables, Account Receivables, Expenses, etc. Developed long-term business plans based on these reports.
- Reviewed, monitored & managed budgets. Advised on Investment Activities.
- Analyzed costs, price, variable contributions, sales results & company's actual performance compared to the business plans.
- Recommended innovative alternatives to generate revenue & reduce unnecessary costs.
- Prepared Budgets
- Liaised with Auditors to ensure that appropriate monitoring of company finances is maintained.
- Advised colleagues and executive management on decisions related to the Company's finances.
- Supervised the documentation of the company's financial status & forecasts.
- Mediated between the organization, employees, stakeholders, shareholders & investors on financial issues for amicable resolution of differences.
- Created strategic business plans based on the analysis of the company's status & financial forecasts.
- Accounting, reconciliations & scheduling payments of principal vendors. Invoicing, accounting, reconciliations and follow up of receivables.
- Scheduling payments of full and final settlements, leave settlements, and salary advances of employees