



# ARATHI GANESAN

## Senior Associate – Finance

### PROFILE

To achieve high career growth through a continuous learning process and keep myself dynamic, visionary and competitive with the changing scenario of the world.

### CONTACT

PHONE:  
+97156 2025 236

EMAIL:  
arathiganesh.m@gmail.com

### EDUCATION

Master of Business Administration –  
Financial Management  
Bharathiar University, India (2016 – 2018)

Master of Commerce - Accounting &  
Finance  
Annamalai University, India (2015-2017)

Bachelor of Commerce – Finance  
Calicut University, India (2012 - 2015)

### CAREER ACHIEVEMENTS

- ✓ Part of transition project and successfully launched the project within three months.
- ✓ Received excellent award for being a responsible employee.
- ✓ Lean Six Sigma Yellow Belt for creating an automated file in excel.

### PERSONAL DETAILS

Date of birth: 15 Nov 1994  
Gender: Female  
Marital Status: Married  
Nationality: Indian  
Languages: English  
Visa Status: Visit Visa

### EXPERTISE

- Strong in MS Excel with knowledge of Macros desirable.
- SAP HCM, Tally ERP 9
- Ability to quickly learn and apply knowledge of proprietary software systems.
- Excellent communication skills and strong customer service orientation.
- Strong organizational skills; ability to multi-task while maintaining a high level of attention to detail.

### WORK EXPERIENCE

**Company Name: NGA HR Pvt Ltd, Info Park, Kochi, India**  
**Job Title: Senior Associate in Application Management (SAP)**  
From July 2020 – present



- Supports and analyzes issues with interfaces used by the client.
- Work collaboratively with stakeholder to deliver services within the scope of their accounts.
- Analyzes client business needs, using the functional knowledge of SAP and the product platform to optimize the service
- Functional roles in configuration in the following areas of SAP HCM: payroll, time management, personnel administration.
- Perform unit and regression testing both in SAP backend and euHReka frontend.
- Ensure proper implementation of the solution in different environment (Development, Test and Production)

### Job Title: Finance Associate

From June 2018 – July 2020



- Act as interface between HR system and NGA payroll engine
- Supporting transition projects and providing training to the new resources whenever required
- Auditing and reporting the internal errors to the next level managers NGA & Clients.
- Attending the client calls with the higher level of management for the error rectification and improvement of process.
- Perform month end close accounting & reporting, variance analysis and preparation of supporting commentary.
- Preparing balance sheet recons and identification and management of any potential risks. Ownership of entity Balance Sheets.
- Audit & Compliance - Supporting Entity Audit - Internal & Statutory audit support and completion.
- Ensure financial compliance with contracts.
- Involvement in reporting requirements including variance reporting, cash flow analysis, P&L and Balance sheet reviews. o Monitor accrued and deferred income and expenses.
- Supporting on-site business teams (Accounts Executives, Accounts Directors, Finance Managers and Directors). Identification of process improvements to support the management team and improve the delivery of information across the division.