



Natasha Oberoi



EXPERIENCE

Senior Accountant Grand Stores LLC 09/2024 – Present

- Oversee end-to-end Accounts Payable process, ensuring alignment with the organizations financial and operational goals.
- Lead initiatives to streamline workflows, enhance supplier payment efficiency, and improve cash flow management.
- Drive continuous improvement through automation and process optimization within the function.
- Ensure full compliance with regulatory standards, audit requirements, and company policies related to accounts payable operations.
- Ensure accurate and timely invoice processing, approval, and payment in compliance with internal controls.
- Monthly RCM reconciliation to ensure compliance with tax regulations
- Raise debit notes pertaining to supplier claims, price protection and warranty claims post reconciliations on monthly basis
- Monitor the lease for all the stores rentals and ensure accurate recording of the transactions

Finance Officer Fly2sky Airlines - Dubai 05/2023 – 09/2024

- Validate all invoices from suppliers to ensure its compliance with contract/purchase orders and internal guidelines.
- Maintain Payment run on daily basis to ensure timely and accurate processing of invoices and supplier payments in compliance with organization's policies and procedures.
- Address all queries from suppliers on payables and resolve issues if any.
- Ensure proper administration of entries in the system by validating the costs being recorded with the correct dimension in the relevant cost center.
- Reconcile bank statements with the general ledger including reconciling checks and deposits in an accurate and periodic manner.
- Perform timely closing of periodic and annual accounts by preparing regulatory reports.
- Prepare weekly/monthly expense or other customized reports to conduct thorough expense analysis for optimizing cost.
- Analyze and verify the salaries & per diems of the captains, first officers, crew members and operating department on monthly basis & share the cost analysis basis Block hour
- Collaborate and coordinate with cross functional teams and business entities to support day to day financial & commercial activities.

Manager Finance Compliance & Accounting Reliance Jio Infocomm Ltd - Navi Mumbai, India 01/2020 – 03/2022

- Developed and implemented Risk Management framework for identification of process gaps and deficiencies and correspondingly evaluated targeted business solutions for mitigation of risks.
- Developed automated monitoring controls for processes pertaining to Revenue Operations by building interactive BI Dashboards on Tableau.
- Monitored exceptions for newly launched processes and manual processes using Tableau reports to ensure minimal customer escalation & revenue leakages.

CONTACT

📍 Dubai, UAE

📞 +971-588628635

✉️ natashaoberoi31@yahoo.co.in

PROFILE

Finance professional with proven experience of evaluating risk for significant transactions, analyzing business processes for developing and implementing successful risk management policies & controls. Proficient at managing the overall account receivables & payables of the organization including billing & invoicing, coordinating with key accounts in lieu of credit extension or vendor payments, collection of credit extended, resolving short payments & disputes. Well versed with working on SAP FICO & MM Module and experienced in creating reports and dashboards on tableau.

SKILLS

- SAP FICO & MM
- Oracle Fusion
- Tableau
- OPERA
- Credit Control
- Risk Management
- Internal Audit
- MS Office
- MS Business Dynamics
- Payroll

- Reconciled Order Management Systems in respect of Prepaid recharges for Mobility as well as Fiber product segments to validate end to end system integration
- Resolved disputes & RCA for refund complaints, recharge failures, recharge benefits not assigned and plan upgrade & downgrade from Chairman's Escalation & customer service team

■ **Manager Operations - Finance & Commercial** Authbridge Research Services Private Limited - Gurgaon, India
06/2019 - 12/2019

- Lead the complete account receivables of the organization and its acquisition
- Interacted with clients for resolving billing queries and disputes for timely recovery of outstanding payments
- Identified & resolved issues/situations which had caused past due conditions on customer accounts leading to delinquencies
- Developed and maintained effective communication and coordination with operations, Key Account Managers, and customer service team to support in business
- Developed, streamlined, and enhanced management and collection processes to meet the projections target set for the month
- Collaborated and prepared timely and accurate consolidated reports for the management
- Mentored team members to ensure they maintain excellence in their roles and have opportunities for professional development

■ **Credit Manager** ITC Ltd- Hotels Division - Delhi, India
06/2014 - 05/2018

- Validated & approved the Credit extension form raised in the SAP system by Sales Team to ensure the correctness of the details as per the credit policy of the organisation
- Reduced the number of days of account receivables by consistent follow-up with key accounts including companies, Travel Agents & Airlines
- Reconciled payments received through various modes to ensure the system is correctly updated and prepared Bank reconciliation statements
- Enforced strict internal control on financial records to ensure adherence to statutory as well as company SOP thereby leading to closure of statutory, corporate, and divisional audits with no points being issued to the department
- Handled book closure activities including preparation of various schedules for accounts receivable, customer advances and related accounts on a periodic basis matching with trial balance
- Prepared and filed GST returns
- Validated and processed the travel agent commissions basis the contractual agreed terms
- Devised methodologies for day & night audit activities to identify revenue leakages within the various operating departments.
- Prepared weekly, monthly, and quarterly reports and executive summaries to present to senior management thereby providing insight to enable upper management in decision making

■ **Associate System Engineer** IBM India Pvt Ltd - Gurgaon, India
05/2010 - 05/2012

- Developed web services in java using Eclipse Plug-in.
- Managed the users created in Oracle Internet Directory
- Developed & integrated applications of SSF Bangladesh & India.
- Managed the deployments in production environment.
- Executed end-to-end testing of the webservices & applications developed.
- Maintained high level of documentation for all applications developed.



EDUCATION

■ **Master Of Business Administration: Finance**

Institute of Management Technology - Nagpur, 2014

Bachelor Of Technology: Information Technology
Mody Institute of Technology & Science - Rajasthan, 2010

Class 12th
Amity International School - Noida, 2006

Class 10th
Amity International School - Noida, 2004



CERTIFICATIONS

- CMA US Pursuing
- UAE VAT : Principles & Application