



Nidhidas Menon

SENIOR ACCOUNTANT

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SOFT SKILLS

- Communication ●●●●●
- Attention to Detail ●●●●●
- Analytical Thinking ●●●●●
- Adaptability ●●●●●
- Time Management ●●●●●
- Teamwork ●●●●●
- Problem Solving ●●●●●
- Ethical Conduct ●●●●●

EXPERTISE

- Financial Statements
- Financial Analysis
- Billing & Collections
- Monthly Reporting
- Taxation

TECHNICAL SKILLS

- Oracle Fusion
- IPMS
- Tally 9, Tally 7.2
- MS Office
- Quick Books
- Power BI
- Discoverer
- Salesforce
- Enterprise Performance Management

ACHIEVEMENTS

- Assisted in the implementation of oracle finance modules, including configuration, testing, and user acceptance training.
- Supported automation implementation on oracle Fusion for accounting module
- Provided support and guidance to staff members in utilizing oracle finance systems, ensuring smooth operations, and minimizing disruptions
- Conducted regular system audits to identify and address potential issues, ensuring data integrity and compliance with financial regulations.
- Supported implementation of oracle VAT module 2018

QUALIFICATIONS

- M Com Finance & Taxation
- B Com Computer Application
- UAE Driving License

ABOUT ME

Accountant with over six years of experience in bank reconciliation, account receivable and payable, ledgers and financial statements with driving strategic decisions through effective leadership who is critical thinking. Expertise in client service, account management, annual closing, and reconciliation reports.

Senior Accountant [DAMAC Properties, Dubai, UAE] Dec 2021 to Present

- Responsible for **accounts and incoming payments** to ensure financial policies and procedures.
- Performing **day-to-day financial transactions**, such as verifying, classifying, computing, and posting data from accounts receivables.
- Issuing bills, invoices, and bank deposits** ahead of schedule.
- Resolving **billing discrepancies with clients** and helping clients settle their bills.
- Preparation of **commission and sales incentives**.
- Working with the collections department to **review accounts, client payments, credit history**, and develop new or better repayment terms.
- Responsible for **cash management** and reporting of cash forecast and monthly collection.
- Obtaining **information from other departments** to ensure records are accurate and complete and that accounts receivable ledgers and journals are up to date.
- Preparing **financial reports and statements** once needed.
- Implementing **oracle Fusion** accounting software within 6 months and ensuring that **data validation and data migration** are successfully accomplished.

Accountant [Eros Group, Dubai, UAE] Mar 2018 to Nov 2021

- Created and analyzed critical **financial documents** such as statements and payments to ensure compliance with the country's financial rules and regulations.
- Performed **account reconciliations and monitored** customer account details for non-payments, delayed payments, and other irregularities.
- Investigated and resolved **payment discrepancies**.
- Reviewed **AR aging** to ensure compliance and maintained accounts receivable customer files and records.

Audit Assistant [FRG Associates Chartered Accountants, India] Oct 2015 to Oct 2017

- Handled daily **accounting operations and Tax related documents**.
- Examined the **accuracy of clients' accounts** and dealt with financial irregularities.
- Conducting and monitoring **internal audit**.

Audit Assistant [SBS Associates, India] Jun 2012 to Jul 2013

- Execute the **checking, processing, and reconciling of invoices**.