

Vasundhara Survi

Associate

A challenging position in a progressive organisation that will utilize my talents and provides me with an opportunity for personal and professional growth.



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📍 Hyderabad, India

WORK EXPERIENCE

Accounts Analyst

Deloitte Consulting Pvt.Ltd.

11/2023 - Present

Achievements/Tasks

- Working on Invoice Processing
- Performed on Posting Non-Po invoices on SAP

Associate

Steadfast Business Consultants LLP

01/2023 - 10/2023

Achievements/Tasks

- Worked on Indexing of different invoices in IDVS Site.
- Performed on posting PO invoices in SAP.
- Manage full cycle accounts payable, including receiving, processing and verifying 100+ invoices per day.
- Performed 3 way match reconciliation of purchase order to good receipt to invoice.

Executive

Genpact Private Limited

06/2021 - 08/2022

Achievements/Tasks

- Worked on 2 Way Match Process.
- Worked on Digital CMV-OCR Tool.
- Managed accurate processing of up to 400+ Invoices per Day
- Validating The Invoice Process Workflow as Per Customer Policies and Guidelines.
- Good Working Experience in Invoice Processing for Multiple Clients
- Trained 15+ new employees on AP procedures and process.

EDUCATION

MBA(Finance)

Kommuri Pratap Reddy Institute of management

06/2020 - 08/2022

B.Com Computers

Spoorthy Womens Degree college

08/2017 - 11/2020

SKILLS

ERP

SAP

MS Excel

MS Powerpoint

Organizational skills

Interpersonal and communication skills

ACHIEVEMENTS

Participated in Inter sports meet in School.

An active student Organizer in conducting various events at Degree.

LANGUAGES

English

Native or Bilingual Proficiency

Hindi

Professional Working Proficiency

Telugu

Native or Bilingual Proficiency

INTERESTS

Dancing and playing Outdoor games