

Aditi Joshi

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Profile

Focused, results-driven Business Analyst with over 3 years of experience in data analysis, process optimization and business intelligence, specializing in AI-driven insights and automation. Expertise in requirement gathering, stakeholder management and workflow automation. Adept at collaborating with cross functional team to align data driven strategies with business goals. Passionate about integrating AI-driven solutions to enhance decision making and operation performance.

Experience

BUSINESS ANALYST | UNIVERSAL TAX FILER | MAR 2022 – CURRENT

- Conducted in-depth business analysis, gathering requirements from stakeholders across departments, leading to a 23% improvement in project delivery efficiency
- Identified process bottlenecks and implemented automation solutions, reducing manual work by 29% and improving operational efficiency. Automated reporting workflows, saving 10+ hours per week for finance and operations teams
- Created BRDs, FRDs, and user stories to document requirements, improving project clarity and reducing scope creep by 25%
- Strong ability to translate business needs into technical requirements, ensuring projects success

GLOBAL STAFF ACCOUNTANT | GLOBALIZATION PARTNERS | MAR 2020 – FEB 2022

- Implemented financial technology solutions to improve processes that resulted in increasing team efficiency and reduced manual effort
- Partnered with finance, treasury and international team to align financial strategies, leading to 15% improvement in cash flow management
- Conducted detailed reviews of LSP payroll calculations, identifying and rectifying discrepancies, ensuring compliance with compensation policies.
- Assisted in the global consolidation of the company's financial statements, streamlining reporting processes

SENIOR FINANCE EXECUTIVE | YASH TECHNOLOGIES | MAY 2019 – FEB 2020

- Led global accounts receivable operations, managing outstanding invoices across multiple regions, improving on -time collection efficiency by 28%
- Implemented automated invoicing and follow-up strategies, reducing overdue payments by 25% and improving cash flow forecasting accuracy by 37%
- Ensured compliance with international financial regulations and streamlined reconciliation processes, reducing discrepancies and accelerating month-end closing

FINANCE EXECUTIVE | IMPETUS INFOTECH | OCT 2015 – MAY 2019

- Conducted ledger scrutiny and branch reconciliations across global locations, ensuring financial accuracy and compliance.
- Managed business term loan applications and payroll processing for 1,500+ employees, ensuring timely approvals and salary disbursement.
- Handled employee orientation and grievance resolution on taxation, salary, and payroll discrepancies, enhancing the employee experience.

Education

- Master of business administration Finance | June 2016 | DAVV, Indore, India
- Master of Commerce (Taxation) | June 2014 | DAVV, Indore, India
- Bachelor of Commerce | June 2012 | DAVV, Indore, India

Technical & Professional Skills

- SAP FI
- Tableau & PowerBI
- Xero & Sage
- Zoho
- MS Office Suites
- Salesforce
- QuickBooks
- SQL
- JIRA
- Google Analytics
- Project Management
- User Acceptance Testing (UAT)