

# RESUME

## Priyanka Anil Vhatkar

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### Career Objectives:

To leverage my corporate experience and passion for teaching to inspire and educate students at a reputable institution. Committed to fostering a dynamic learning environment, conducting impactful research and contributing to the academic community through mentorship and collaboration.

### Summary:

- Having **3.9** yrs. of **Industrial Finance** experience.
- Qualified SET exam in First attempt
- Good in Academic performance – got outstanding in M.Com
- Dual Post Graduate – M.com and MBA
- Appearing for NET 2024 Exam

### Education:

Sr. No	Course	Board/University	Passing Year	Percentage of marks	Class
1	SET	UGC	2021	Pass	Qualified
2	M.Com	Savitribai Phule Pune University	2020	73.94%	Outstanding Grade
3	MBA	Savitribai Phule Pune University	2018	67.83%	A Grade
4	B.Com	Shivaji University, Kolhapur	2016	65.33%	First Class
5	HSC	Maharashtra State Board	2013	69.67%	A Grade
6	SSC	Maharashtra State Board	2011	80.73%	Distinction

## Work Experience:

Industrial Experience in Finance field in 3 Multinational Companies:

- Company : **Syngenta India Ltd**  
Designation : AP Analyst  
Location : Baner, Pune  
Duration : 28 Dec 2020 – 02 April 2022  
Responsibilities : Working with Accounts Payable team  
Using SAP-VIM for making daily payment  
Conducting audit of processed Invoices  
Providing process training to new hire  
Making various Reports for presentation to clients  
Handling Client's query
- Company : **Gallagher Service Center LLP**  
Designation : Process Analyst  
Location : Viman Nagar, Pune  
Duration : 18 June 2018 – 11 Oct 2019  
Responsibilities : Working with Banking & Treasury team and Retail Invoicing Team  
Making daily payments to international clients,  
Doing audit of accounting activates  
Using banking portals to make payments  
Weekly interaction with clients  
Providing process training to new hire
- Company : **Infosys BPM Ltd**  
Designation : Process Executive  
Location : Hinjewadi, Pune  
Duration : 11 July 2016 – 06 Oct 2017  
Responsibilities : Working with Royalty team  
Making Royalty payments to Authors.  
Processing their Royalty Contracts  
Doing audit of accounting Contracts and Payments  
Using SAP to make payments  
Providing Royalty related training to new hire.  
Resolve any discrepancies with data

## Computer Skills:

Skillset: MS – CIT with "A+" Grade  
Tally ERP 9,  
Typing speed 30 words per min  
MS Office – Excel, Word, PowerPoint,  
SAP for company related work

### Achievements & Awards:

- Awarded with **Kaizen Certificate** for successfully completing Kaizen Project on 'Formulation of Status Report' that reduces manual work, avoid duplication and reduce time with good accuracy.
- Received **Star Performer** Award and **WOW** Award for processing higher work volume with good accuracy
- Completed **T-100 Accounting Fundamental, T-200 Accounts Payable** certification in **Infosys**.
- Completed **Business Overview Training for Finance and Accounts** in **Gallagher Service Centre LLP**.

### Personal Information:

Date of Birth : 01<sup>st</sup> February 1996  
Nationality : Indian  
Gender : Female  
Marital Status : Married  
Address : A-902, Silver Palm Grove, Aundh Ravet BRT Road, Ravet, Pune  
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Known Language : English, Hindi and Marathi.