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| --- | --- |
| Shilpi BanerjeeLead Analyst | https://lh5.googleusercontent.com/shsrG-dhzmxPz8txz8T_RkEV1E96S0LajZb4-D6hqyrN6W8aa1SvRN6qAO1FDNfsZbOumtjfhWvcfWUN_5cXWpmnWQcxMlpMZS4giPqJsMHaBqj1hipzkeqHvHqJbXHDsCo_QLr1**Contact-**9958582472**Email** **Id-Shilpi.banerjee21@gmail.com****Linkedin Profile-**[linkedin.com/in/shilpi-banerjee-977526ba](https://www.linkedin.com/in/shilpi-banerjee-977526ba) |
| Skill/Achievement | https://lh5.googleusercontent.com/4BlojreqFMZv2SMX3H5wdQNlffzs9L15FXLIIpjrjR-r4n4oFf8TEi43yuC2aUEGGhXFBXrGuCpyWYee0mt4aOvkHnE9U9WN8_2z1s9AQ0M2Mhc8a0kDHk-ZrqNe46lK5sI3dFrQ* 6 Year experience in account payable/Invoice processing
* Lead team of 2 people from June 2019-Jan 2020
* Individual contribution toward 3 entity(Spain location in Hcl /2 in AXA xl)
* Have 4 year + knowledge in SAP
* Gave training/Download to my teammate
* Got Best employee award for Dec 2019 quarter
* Individual contribution in maintaining auditory and compliance requirement
* Have 2 year knowledge in GCRS/Merivale(used for signing of entity)
* Have 3 year experience in Vendor Reconciliation/Vendor creation
* Have 6 year experience in Month end/Quarterly Reporting
* Have 4 year experience In Employee claim management
* Have 3 year experience in GL/Payment reconciliation
* Have 3 year experience in Payment processing
* Regular Interaction with client
* Worked on Adhoc project
* Have 3 year experience in GCT(Preparaing summary/Processig/Clearing)
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| **ㅡ**Experience | https://lh6.googleusercontent.com/hBn5mz3o4D9sQtqVpXYd5p9hlCcxGSS9HXmlAVWKheCA5z7NdlGDiFigeQb76MMwPekNKC99F3kLM4G6yUmlA_72j224SSfsBs_kP99q247iI1Yki6nDrNMHeOsYgz7uQBzYLb-c**HCL –Jan 2017-(Presently Working)-****Project-UBS-Jan 2017-31 May 2021*** Involved in Invoice Processing cash flow management for Spain Entity
* Preparing and Processing of Payment Run for Spain Entity
* Vendor Modification &and; Creation
* Involved in month End Reporting
* Clearing of Invoices
* Updating SOP
* Handling Independently Internal & External Audit
* Interacting and supporting onshore and providing solution
* Giving download and training to team members
* Reconciliation of GL and Vendor Payment
* Working on SAP Software

**EXL-Sep 2016-Dec2016*** Involved in Downloading of work of a process from US process
* Preparing SOP

**XL CATLIN-10 June 2014-10 June 2016*** Handling Bermuda entity, Canada entity and, Re America entity for Reinsurance Treaty
* Processing all the transaction relating to Premium, claims and Loss relating to the entity
* Preparing Quarterly and weekly report of Bermuda Canada
* Applying cash pertaining to Bermuda entity
* Interacting with client and completing Adhoc Project
* Preparing worksheet and necessary documentation for the Accounts processed
* Reconciling all the statement received from US Clients regarding premium, loss claims.
* Helping with testing and entering details of Treaty reinsurance and maintaining it
* Worked on Company Internal Software
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| **ㅡ**Education | https://lh5.googleusercontent.com/Iom9hdPGOUBCwPKNxEuN258zzxYiAkrTiTAZnGl2SiMV-Ro1QCqtot6xMgvoFEWFqQFrNnyC8G7AYbT5cKDlmIgG4In2G4eanWR1R0Xly94eq6Izd37uVsi3jsiy5FMJ14kOTSTu

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| **DEGREE/CERTIFICATE** | **BOARD/UNIVERSITY** | **% Marks/CREDITS** | **YEAR OF PASSING** |
| MBA FINANCE | Jaypee Business School Noida | 70 % / 6.3 | 2014 |
| B.COM(HONS) | Amity University Noida | 60 % / 5.78 | 2012 |
| Secondary Examination | ASN Sr.Secondry School , C.B.S.E | 61 % | 2009 |
| Higher Secondary Examination | Khaitan Public School , C.B.S.E | 78% | 2007 |

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| **ㅡ**Awards | https://lh5.googleusercontent.com/pmyMlgGQRP5wGt_7MS9l1nBZk-qKN0J-b2Wv896vgAZe6t9t3FVMJjf3bMTxOvbwlhVwQf4MHRmugZKFLLzr84rxN0eihySRTMrvHeq9WkfrI8c9VgW5faxfQhXZlSJY8lOo1acy* Participated in poem writing competition in school.
* Participated in Book review in college.
* Volunteered for Red Cross.
* Got award for best employee For the quarter
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# Declaration

I hereby declare that the above details furnished by me are true to the best of my Knowledge.

**Shilpi Banerjee**