

NITISH KUMAR SHARMA

India | 8949381426 | nsk9509664986@gmail.com
Senior Accountant | 8+ Years | GST • TDS • MIS • Financial Accounting | ERP & Excel Expert

PROFESSIONAL SUMMARY

Senior Accounting & Finance Professional with 8+ years of experience in manufacturing and corporate sectors. Proven expertise in GST/TDS compliance, MIS reporting, account reconciliations, financial operations, and ERP-based accounting. Adept at process optimization, improving reporting accuracy, and supporting strategic decision-making. Skilled in Tally, Busy, SAP, ERP, and advanced MS Excel.

KEY ACHIEVEMENTS

- Streamlined GST reconciliation process, reducing filing errors by **30%** and saving audit preparation time.
 - Implemented MIS dashboards that improved management decision-making efficiency by **25%**.
- Managed accounts payable/receivable totaling **₹50+ crore annually**, ensuring zero delays in payments.
 - Coordinated inventory & dispatch planning, reducing stock discrepancies by **15%**.

CORE COMPETENCIES

- Financial Accounting & Reporting | GST & TDS Compliance | MIS & Budget Reporting
- Accounts Payable & Receivable | Bank & Ledger Reconciliation | Inventory Management
 - ERP & Accounting Software: Tally ERP 9, Tally Prime, Busy, SAP
- Process Improvement | Team Leadership | High Accuracy & Attention to Detail

PROFESSIONAL EXPERIENCE

Senior Accountant

Saava Greens Pvt Ltd | Dec 2025 – Present

- Managed full-cycle accounting operations, GST/TDS compliance, and audit preparation.
 - Prepared MIS reports & financial dashboards for senior management.
 - Reconciled A/P & A/R accounts, ensuring accuracy and timely reporting.
 - Introduced process improvements, enhancing accounting accuracy by **20%**.

Senior Accountant

Sorich Foils Ltd | Feb 2025 – Nov 2025

- Oversaw end-to-end accounting, GST/TDS filings, and financial forecasts.
- Developed MIS reports, improving reporting efficiency and reducing manual errors.
 - Monitored cash flows, budgets, and debtor/creditor balances.

Account Executive & Logistics

Suvidhi Industries Pvt Ltd | Nov 2022 – Jan 2025

- Managed A/P & A/R operations and GRN approvals for raw materials.
- Coordinated stock verification and dispatch planning, improving inventory accuracy.
 - Streamlined reconciliation of debtors/creditors monthly.

Accounts Executive / Account Incharge

Kris Flexipacks / Satguru Polyfilms / Radika Opto Electronics / Spam Poly Print | 2017 – 2022

- Handled GST/TDS filings, ledger management, and MIS reporting.
- Supervised dispatch & inventory planning; reduced stock discrepancies by **10–15%**.
 - Prepared statutory reports ensuring 100% compliance.

EDUCATION

- MBA (Finance)** – Suresh Gyan Vihar University, Jaipur | 2024
 - M.Com** – Rajasthan University, Jaipur | 2015
 - B.Com** – Islamia College, Sikar | 2013

TECHNICAL SKILLS

- Accounting Software:** Tally ERP 9, Tally Prime, Busy, SAP, ERP
 - MS Office:** Excel (Advanced), Word, PowerPoint
 - Other Tools:** E-Banking, Online GST/TDS Filing

STRENGTHS

- Analytical & problem-solving skills | Accuracy & attention to detail
 - Proactive, process-oriented, and adaptable
- Team coordination & communication | Quick learner