Siddharth Adhiya (Surrey)
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Profile

A diligent and aspiring accountancy professional actively working towards the ACCA qualification, I bring a strong foundation in financial analysis and accounting principles. With a keen eye for detail and a commitment to maintaining the highest standards of accuracy, I am dedicated to expanding my expertise and contributing effectively to financial management. My solid grasp of financial reporting, coupled with ongoing educational pursuits, positions me as a motivated candidate poised to make valuable contributions to any accounting team. Eager to leverage my skills and knowledge in a challenging professional setting while advancing towards ACCA certification. Currently, I have successfully completed 7 out of 13 ACCA exams. I am passionate about projects that provide genuine value to my employer and thrive as part of a pragmatic and analytical team.

Core Skills

- **Financial Analysis and Forecasting**
- **Accounts Payable and Receivable Management**
- **Balance Sheet and Control Account Reconciliation**.
- **Data Analysis and Reporting**
- **Problem Solving and Process**.
- **Financial Systems Transition and Implementation**
- **Vendor and Supplier Management:**
- **Technical and Analytical Skills**
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Employment History

January 2024 to June 2024, Finance Technician, Allianz (Contract)

- Conducted detailed financial analysis and forecasting, providing insights to support executive decision-making processes.
- Managed end-to-end accounts payable and receivable, ensuring efficient, timely, and accurate processing of invoices and payments.
- Assisted in preparing monthly financial reports, including profit and loss statements and balance sheets, enhancing financial clarity for stakeholders.
- Performed complex balance sheet reconciliations using Oracle, ensuring data integrity and financial accuracy.

June 2023 to July 2023, Information Request Officer, NHS (Contract)

- Successfully cleared a backlog of NHS information requests, significantly improving response efficiency.
- Reduced the average response time per request from three weeks to just one week by streamlining communication processes.
- Responded to patient requests for medical information, ensuring accuracy and adherence to confidentiality guidelines.

April 2023 to May 2023, Finance Project Administrator, The Marylebone Project (Contract)

- Facilitated the transition of the finance system from Reslynx to Lightning using Excel, optimising financial data management.
- Developed advanced Excel formulas to generate comprehensive audit reports, aiding in the transparent documentation of rental write-offs.

October 2022 to January 2023, Banking Assistant, The MSG Group (Contract)

- Performed bank and control account reconciliations to support accurate financial reporting.

- Analysed balance sheet reconciliations and identified and explained variances encountered, enhancing financial clarity.
- Utilized three-way matching in Excel for precise account verification, ensuring compliance with financial policies.

August 2022 to October 2022, Software Support Advisor, Moorepay (Temporary Contract)
- Provided customer support by phone and email, addressing payroll-related inquiries and ensuring efficient issue resolution.
- Processed BACS and faster payments daily, ensuring the timely distribution of funds and enhancing customer satisfaction.

August 2021 to March 2022, Alert Management Analyst, AI Corporation (Contract)
- Conducted fraud detection analysis for Shell fuel cards and Myob payment cards, identifying and mitigating suspicious activities.
- Improved my fraud detection rate from 4% to 12% within the first two weeks, demonstrating analytical proficiency and adaptability.

June 2020 to August 2021, Finance Intern, General Electric (Internship)
- Conducted bank and control account reconciliations, contributing to accurate and balanced financial statements.
- Processed invoices and managed journal entries in Oracle, supporting accurate ledger maintenance and expense tracking.

February 2020 to March 2020, Accounts Payable Administrator, Deloitte (Contract)
- Verified supplier invoices and processed approximately 80 entries daily, maintaining an organized and accurate invoice status log.
- Performed three-way matching and managed vendor relationships, ensuring smooth transactions and accountability.

August 2019 to September 2019, Anti-Money Laundering Analyst, JP Morgan (Contract)
- Investigated transactions flagged by automated algorithms for potential money laundering activities, ensuring compliance with legal standards.
- Cleared a backlog of alerts, contributing to the financial security and integrity of JP Morgan's operations.

September 2018 to December 2018, Regulatory Analyst, Deutsche Bank (Contract)
- Prepared attestations for managing directors, ensuring adherence to regulatory requirements.
- Summarized complex regulatory documents into concise reports, facilitating quicker decision-making for stakeholders.

June 2018 to September 2018, Business Analyst Intern, Deutsche Bank (Internship)
- Performed stock loan data analysis and cost reviews related to server operations, identifying cost-saving opportunities.
- Saved Deutsche Bank thousands of Euros by analysing server expenses and collaborating with team members on cost-efficiency initiatives.

Education
- BA in Accounting and Management (2.1), *University of Reading*
- AAT, Association of Accounting Technicians