

Shibani Chinmaya Marathe

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PROFESSIONAL SUMMARY

A results-driven finance professional with over 3 years of professional experience in financial operations, budgeting, reporting, and auditing. Proven track record of devising innovative, robust and efficient processes for companies to implement regarding managing monthly accounts, analysing payroll, credit control, income, and accounting for expenses. Highly competent with data analysis, process improvement, and compliance with ability to lead teams to work collaboratively and achieve impact for success. A proactive and strategic problem-solver with a strong eagerness to contribute to a team to achieve joint goals. Aspire to further my career in the field of finance and upskill through undertaking further qualifications, including CIMA.

PROFESSIONAL EXPERIENCE

Jan 2023 – Present

Royal Mencap

Finance Operations Coordinator

- Launched a new template for use in department to more efficiently calculate income and reduced task time from 2 hours to 45 minutes.
- Manage and oversee financial operations, including accounts payable/receivable, budgeting, and financial reporting.
- Played a key role in the creation and execution of financial budgets and forecasts providing valuable insights and recommendations.
- Facilitate collaboration with cross-functional teams to ensure timely and accurate financial reporting.
- Monitor financial analysis forecasting and budgeting to identify actual income revenue.
- Ensure compliance with financial regulations and laws.
- Collaborate with internal and external auditors, financial professionals to assist with audits.
- Devise training content to deliver to team members to support skills development.

Dec 2021 – Dec 2022

Royal Mencap

Business Financial Analyst

- Reduced overdue debt of £750,0000 due to a county council by over 50% in 4 months by liaising with relevant people and providing necessary information and documentation in a timely manner resulting in an increased cashflow.
- Administered a comprehensive analysis aligned with policy and procedures, to support monitoring and evaluation of payroll, credit control, income, and expenses.
- Collated monthly accounts to analyse accuracy of accrued, deferred income and expenses.
- Utilised previous financial year budget to formulate regional budget processes.
- Sensitivity and trend analysis to support KPI & set up new finance process documentation.
- Conducted monthly and year end variance analysis whilst providing insightful commentary.
- Instrumental in measuring cost centre budget processes, identifying underperforming areas, and implementing improved expenditure control procedures.
- Compiled and produced monthly cash and debt reconciliation reports, and contributed to debt review meetings with local county councils to reduce overdue debt.
- Upgraded existing Excel template for remittance tracking, resulting in a 90% reduction in cash allocation and reconciliation time through improved organization and streamlined process.

Apr 2019 – Dec 2019

Multiplactous Pvt. Ltd.

Financial Analyst

- Conducted comprehensive technical analysis and research of stocks to validate data according to financial models, facilitating daily trades.
- Scrutinised market and risk analysis procedures by evaluating stock market data, and back testing various financial securities including equity, commodity, and currency.
- Led a multidisciplinary team of five to enhance processes by coding technical indicators post-strategy analysis using Ichimoku Clouds, Moving Averages, Bollinger Bands, and Super trend, resulting in 80% streamlined processes and reduced errors.
- Managed onboarding process of employees, including application screening, interviews and jointly delivering the induction program.
- Received the Polymath award for the year 2019, recognizing top 15% of team members.

Aug 2017- Apr 2019

Northern Trust

Financial Performance Analyst

- Generated comprehensive investment performance reporting, attribution, and analysis for 30+ large institutions and high-net-worth clients, managing assets worth circa £42,000,000.
- Pioneered an innovative process using a macro to evaluate portfolio risk and returns, resulting in a 75% reduction in analysis time.
- Maximised IT skills to create an improved excel spreadsheet to ensure the accuracy of client investment performance reporting.
- Designed benchmarks and indices for partner clients, to support them to make more lucrative investment decisions.
- Led a team of six to successfully manage the migration of American consultant group and Bangalore offices to Pune office.
- Engineered induction training programs for new hires and trained other teams to minimize resource shortages.
- Received Attention to Detail Award for outstanding work on the transition project and for onboarding new clients.

May 2016 – Jun 2016

Accurate Engineering India

Export Documentation Intern

- Handled import / export procedures in an instrument manufacturing unit environment.
- Assisted with a project for handling export documentation for Sukhoi, a Russian fighter jet manufacturer.

EDUCATION

Sep 2020 – Sep 2021

MSc Finance

Loughborough University

May 2014 – May 2017

Bachelors of Business Management (IB)

Pune University, India

VOLUNTEERING

2015 - 2016

Brihan Maharashtra College of Commerce, India

Committee Head

2014 - 2016

MitKat Advisory Services Pvt Ltd

Trainer

(Women Safety Training certificate)

SKILLS

MS Office suite user; • Applications: Cygnum, Dynamics 365, Power BI, Powerplan, Concur, Kefron, Sharepoint, MS-Teams, PACE, Bloomberg, Morningstar, Enterprise Relationship Management (ERM), Thomson Reuters EIKON, EViews9.

References available on request
