

FINANCE & U.S. TAX PROFESSIONAL

Kanchana Kannan

PROFESSIONAL PROFILE

Detail-oriented Finance Professional with over 15 years in accounting, financial reporting, and tax compliance. Expertise in month-end close, general ledger analysis, financial statement preparation, reconciliations, audit support, and financial analysis within SAP environments. Experienced in managing accounting operations, supporting regulatory compliance, and collaborating across teams to improve financial processes.

EXPERTISE

Financial Accounting Financial Reporting Month-End Close General Ledger Analysis Bank Reconciliation Audit Support GST & Income Tax
Financial Analysis Advanced Excel SAP Tally Oracle U.S. Tax Support

EDUCATION

CA FINALIST

The Institute of Chartered Accountants of India (ICAI)
01/2010

B.COM, FINANCE

H.H. Maharaja College for Women - Thiruvananthapuram
01/2009

TECHNICAL SKILLS

- Advanced Excel
- Tally
- SAP
- Oracle
- Stakeholder Management
- Team Leadership

WORK EXPERIENCE

U.S. TAX ASSOCIATE

Zillion Solutions USA

- Reviewed financial statements and supporting ledgers to identify book-to-tax adjustments for tax workpapers.
- Prepared extension and estimated-tax workpapers and assisted with related federal and state compliance documentation.
- Supported multi-state tax filing requirements and preparation of quarterly estimated payment vouchers.
- Assisted with partnership tax compliance, including Form 1065 and supporting schedules.
- Performed reconciliation support for Schedule M-1/M-3 and helped organize documentation for federal tax return preparation.

ASSISTANT MANAGER - FINANCE

J&S Global - Chennai

08/2022 - 12/2024

- Managed month-end close activities and supported preparation of financial statements.
- Managed accounts receivable tracking and prepared accurate monthly and quarterly financial reports to ensure timely cash flow.
- Analyzed account completeness, provisions and ledger balances to support accurate financial reporting.
- Performed bank and general ledger reconciliations and investigated accounting variances.
- Assisted external auditors during year-end reviews through comprehensive financial statement documentation.
- Maintained AR/AP tracking databases covering client information, billing, collections and progress.

PROFESSIONAL EXPERIENCE

SENIOR ANALYST

01/2021 - 06/2022

Hexaware Technologies - Chennai

- Executed general ledger analysis and trial balance reviews to uphold financial integrity.
- Performed balance sheet schedule analysis and cost variance reporting.
- Ensured accurate and timely finance and accounting activities maintenance to support operational efficiency.
- Extracted report data and posted accounting entries using SAP.
- Prepared fixed asset registers, stock reconciliations and stock ageing reports.
- Facilitated weekly client meetings to assess process performance and ensure control compliance.

SENIOR ACCOUNTANT

02/2019 - 11/2020

G.G. Associates - Thiruvananthapuram

- Managed accounting and tax services for small-business clients, ensuring compliance and financial efficiency.
- Handled bookkeeping, financial statements, GST filing, payroll-related filings, and business registrations.
- Communicated with clients on tax matters, preparing tax returns and supporting documentation.

AUDIT ASSISTANT

10/2007 - 01/2012

ARSB & Associates - Thiruvananthapuram

- Executed internal, external and tax audit assignments across multiple client accounts, ensuring compliance and accuracy.
- Compiled financial statements, bank reconciliations and supporting schedules to ensure financial accuracy and transparency.
- Prepared income tax returns and related client documentation.
- Managed client accounts and communicated key accounting policies and benefits to enhance client understanding.

LANGUAGES

- Tamil
- Malayalam
- English
- Hindi
- Telugu