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Career Summary

I 'am a **Certified Global Business Services (CertGBS F&A)** internationally experienced professional from **ACCA UK**. Relevant to this job role I have worked in International Shared Service Centers as a SME(Subject Matter Expert) and SPOC in General Accounting business processes viz process documentation, expense reconciliation, Key Controls assurance, operational & financial risk assessments, regulatory reporting (VAT filing, Economics & Statistical reporting with MAS Singapore and Tax reconciliation and Tax Return packages with IRS USA) business requirement gathering, Software Testing (JIRA , Issue Log), Training, Roll out of Change Management projects (AP- Accounts Payable , AR- Accounts Receivable , FR – Financial Reporting, FA – Fixed Assets, Tax – Regulatory Reporting, Assurance – quality & compliance, Applied Artificial Intelligence in business processes).

Key International Finance Resource Centers(Captive, Non-Captive) I worked in AR and AP business processes, Key Controls (SIPOC, Maker – Checker, SODA – Segregation of Duties):

- ✓ American Express – business process improvement project (Automation of Expense Reconciliations, Automation of Budgeting, Forecasting, Variance Analysis processes)
- ✓ IFC - World Bank Group – Regulatory Reporting business Process (Automation of Financial Statement analysis project)
- ✓ GE Capital Delphi Corporation – (Automation of Compliance Projects – Operational and Financial Risk Assessments)
- ✓ Merck Pharma – (Balance score card in Revenue Accounting project)
- ✓ Kidde Findel - All Finance and Accounting business processes
- ✓ Prudential Life Insurance – Branch Accounting Cost Centre standardisation and rationalisation project
- ✓ TBS Shipping – SOPs and DIs documentation of business processes project
- ✓ Bank of America – Customer Onboarding documentation review project
- ✓ Deutsche Bank – Change Management project
- ✓ Bank of Ireland – Know Your Customer document review project
- ✓ USAA – Business Analytics project
- ✓ Citibank – Employee Training Project

Educational Qualification

Gies College of Business , University of Illinois, Urban Champaign , USA

Master of Science in Business Management

August 2023 – March 2026

(cum laude GPA 3.88 on a scale of 0 to 4) – Top ranking Public University, USA & Intl

BA Law Program at School of Business and Governance, TalTech 2025-2028

Certificate Program in Secure E Governance (presented case study on Automation of Japanese Regulatory Reporting by SMEs)

Certificate Program in Digitalization and Sustainability (presented case study: Future Scenario of Innovation in Sustainability in Aviation to reduce carbon footprint)

EBS, Tallinn (Open University) International MBA 2026-2028

Certificate Program in Digitalization and Sustainability (presented case study: Future Scenario of Innovation in Sustainability in Aviation - Swissair to reduce carbon footprint)

Estonian Entrepreneurship University of Applied Sciences, Estonia

International Business Administration program (Management Accounting) Sept'24 to Nov'26

Completed 79 ECTS credits with throughout Grades of 5 & 4 (on a scale of 1 to 5)

Relevant Professional Qualifications

Association of Chartered Certified Accountants ACCA UK (IFRS – Revenue Accounting, Assurance, Financial Accounting, Management Information)

Certified Applied AI in Finance and Business, ICAEW UK (*Revenue Accounting*)

Association of Certified Fraud Examiners, USA (*Financial Statement frauds mitigation*)

European Financial Planning Association, Luxembourg EU

ESG Advisor

European Financial Advisor

International Business Management Institute, Germany

Mini MBA – Economics, Digital Transformation, Strategy

OCEG (Open Compliance & Ethics Group), USA - Certified Integrated Policy Management Professional (documentation of Standard Operating Procedures, Desk Instructions for Revenue Accounting)

University of Cape Town, South Africa (Certified Para Legal Professional)

IIA Australia, Institute of Internal Auditors (Global Internal Audit Standards - Revenue Accounting; IFRS 15, ASC 606)

IAPM: International Association of Project Managers), Liechtenstein - Certification in International Agile Project Management, EU Project Management

Work Experience (Business Support Services Centers of MNCs)

EUESGHub – OU company set up under e-residency initiative of Republic of Government of

Estonia (<https://anuragmittalfie.ee>)

City of Tallinn, Estonia

2023 - Present

- ✓ Mentor (Law and IPR) Technopol Science and Business Park, Tallinn, Estonia – Assisting Small Medium Enterprises in their Digital Transformation
- ✓ General Accounting, VAT Reconciliation, AR Reconciliation for a UK based Charity (Xero Software)
- ✓ Research Assistant: assisting TalTech Faculty in writing research papers:

- ❖ Public Private International Law,
- ❖ Digital Transformation from E Gov to GenAI to Agentic AI
- ✓ Guest Faculty :Applied AI Skills in Finance & Business mapped to Eesti OSKA Skills Forecast Report – Mainor University
- ✓ Trainer at Tallinn Public Library, Higher Education Institution, Tallinn, Estonia
 - ❖ Artificial Intelligence Literacy course aligned Eesti AI strategy,
 - ❖ Financial Literacy training aligned to Money Smart Estonia
- ✓ Preparation of Tender proposals for TalTech in Digital Transformation, EU Laws for submission to Estonian Procurement Register,

Relevant Projects / Employments aligned to Job Description prior to 2023

GreenLight Solutions (registered Not for Profit) USA

ESG Project Management for a Sustainability StartUp

Helping in ESG Reporting compliance viz GRI Reporting Framework

HCL America Shared Service Centre USA

General Accounting, Assurance, Key Internal Controls

Bank of America Shared Service Centre

General Accounting (Reconciliations), Assurance

USA

GE Capital Shared Service Centre

General Accounting, Business process documentation

USA & Romania

American Express Financial Resource Centre

(SE Asia, Hong Kong, USA)

General Accounting, Internal Controls, Key Controls – Authorization, Expense Reconciliation

Recent Achievements: selected amidst global talent pool (International volunteer projects in ESG, Governance, Risk and Compliance)

- ✓ I am volunteering at Tallinn Public Library in areas of Financial Literacy – Money Smart Estonia and Applied AI skills in Finance&Business
- ✓ I volunteered as Financial Compliance & Governance Advisor for Business Proposal/ Grant writing project for New Zealand StartUp and
- ✓ I volunteered for Corporate Governance project for Grameen Jameel Middle East, Philippines and for Setting up Project Office for Grameen Foundation USA

Diversity, Equity, Inclusion projects - Prior International Work experience (Onsite) – across USA, UK, Romania, across India, Thailand, Malaysia, Hong Kong, **(Remote)** – Middle East (UAE, Jordon, Saudi Arabia), Singapore, New Zealand, Philippines, Netherlands