GURUPAVAN B R

+91 6363884795 | gurupavanbr@gmail.com | Bengaluru, Karnataka

PROFESSIONAL SUMMARY

Finance operations professional with experience in the Reconciliation Team at Voya Financial, with exposure to BlackLine and Journal Desk activities. Familiar with account reconciliation, journal entry handling, General Ledger (GL) concepts, debit and credit analysis, and the classification of transactions between Profit & Loss and Balance Sheet accounts. B.Com (Data Analytics) background with skills in Advanced Excel, data validation, and analytical problem-solving.

KEY SKILLS

Account Reconciliation • BlackLine – Reconciliation Tool • Journal Desk Operations • Journal Entry Handling • General Ledger (GL) Concepts • Debit & Credit Analysis • P&L; and Balance Sheet Classification • Advanced Excel & MS Office • Basic SQL & Python • Financial Data Validation • Data Analysis & Problem Solving • Team Collaboration

PROFESSIONAL EXPERIENCE

Voya Financial | Reconciliation Team – Journal Desk

[Month Year] – Present

- Working in the Reconciliation Team, supporting account reconciliation activities.
- Using BlackLine for reconciliation-related activities and gaining practical exposure to the tool.
- Handling Journal Desk activities and supporting journal entry review and processing.
- Applying debit and credit concepts and understanding the impact of journal entries on P&L and Balance Sheet accounts.
- Reviewing account information and supporting the identification and investigation of reconciliation differences.

JC Solutions | RPL Labour Safety Trainer Intern

May 2025 – May 2026

- Assisted in labour safety awareness and workplace safety training under the Recognition of Prior Learning (RPL) initiative.
- Supported worker registration, skill assessment, documentation, and certification processes.
- Educated workers on occupational safety procedures, hazard identification, and accident prevention.
- Coordinated training sessions and maintained training records for program monitoring and reporting.

Avenue Super Market Ltd | Cashier – Part-time

March 2023 – October 2025

- Handled billing operations and cash transactions with accuracy.
- Assisted with inventory management, stock organization, and product handling.
- Supported customers and helped resolve service-related issues.
- Developed discipline, responsibility, and teamwork in a fast-paced retail environment.

EDUCATION

Bachelor of Commerce (Data Analytics) | Bangalore City University

CGPA: 8.48/10 | Coursework: Analytics, Operations Research, Income Tax, Advanced Excel

Pre-University Course (PUC) | KSEEB

Percentage: 77% | Coursework: Mathematics, Statistics, Accountancy, Business Studies

LEADERSHIP & ACTIVITIES

- Vice President, Student Council – Seshadripuram First Grade College.
- College Cultural Committee Member; participated in inter-college management and cultural fests.
- Volunteered in organizing college-level events and activities.