Karthik Battu

PMO Analyst | Data Analyst | Business Analyst

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PROFESSIONAL SUMMARY

Detail-oriented Project Control Service Associate with 2.10 years of experience at Accenture, skilled in invoicing, onboarding/offboarding, resource & demand management, finance reporting, auditing, project support, and advanced Microsoft Excel. Demonstrated success in streamlining invoicing and finance processes, improving reporting accuracy and reducing billing cycle time. Proven ability to manage resource forecasts, support cross-functional teams, and maintain audit-compliant records. Seeking to leverage process optimization and financial oversight expertise to enhance project control operations.

WORK EXPERIENCE

Accenture Services Pvt. Ltd. Hyderabad, India.

Project Control Services Associate   Mar 2022 - Jan 2025

- Managed onboarding and offboarding, coordinating with HR and IT to ensure full compliance and zero access delays across 450+ resource transitions.
- Led resource & demand forecasting, using advanced Excel modeling to align staffing with project needs, boosted utilization rates by 15%.
- Delivered financial reporting, consolidating monthly P&L statements, performing variance analysis, and supporting accrual reconciliations for leadership reviews.
- Supported internal audits, maintaining detailed control documentation and ensuring audit readiness and decreasing audit discrepancies by 98%.
- Provided project support, assisting with schedule tracking, status updates, and stakeholder communications to drive on-time delivery.
- Automated finance processes, developing Excel reporting templates—saved ~10 hours/week on manual tasks.

EDUCATION

Lovely Professional University. Punjab, India.

Bachelor Of Science in Agriculture   Jul 2017 - May 2021

SKILLS

- Languages: SQL, Python
- Analytical Tools: Power BI, Tableau, Microsoft Excel.
- Professional Skills: Communication, Data Analysis, Auditing, Invoicing, Resource Management, Project Management.

CERTIFICATE

Microsoft Certified: Power BI Data Analyst Associate ⧉

Microsoft Certified: Azure Data Fundamentals ⧉

Google Data Analytics Professional Certificate ⧉