

# BISHAL KOIRALA

Finance & Accounting Professional

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**QuickBooks Online ProAdvisor Certified | Xero Certified (Level 1 Associate)**

## PROFESSIONAL SUMMARY

Certified bookkeeper and accounting professional with 8+ years of experience across the full accounting cycle — accounts receivable and payable, payroll, bank reconciliations, month-end closing, and financial reporting. QuickBooks Online ProAdvisor Certified and Xero Certified (Level 1 Associate), with 3+ years of hands-on ERP-based accounting in ERPNext. Experienced in high-volume transaction environments, processing and reconciling 200–300+ bank transactions per day totaling over NPR 2 million daily. Proven record of automating financial processes, improving reporting accuracy, and reducing costs. Available for remote work with international clients across multiple time zones.

## CERTIFICATIONS

<b>QuickBooks Online</b>	ProAdvisor Certified
<b>Xero</b>	Certified — Level 1 Associate

## CORE COMPETENCIES

Accounts Receivable & Payable | Bank Reconciliation | Month-End Closing | Payroll Processing | COD & Cash Settlement | Financial Reporting | Budgeting | Process Automation | ERP Implementation | Invoicing & Collections | Compliance | Team Leadership | Multicurrency Accounting | FX Gain/Loss Recognition

## SOFTWARE & TOOLS

<b>ERPNext (Frappe)</b>	Primary <a href="#">ERP — 3+ years hands-on use</a> ; led full company implementation including migration from spreadsheets through QuickBooks and Tally
<b>QuickBooks Online</b>	<a href="#">Certified ProAdvisor</a> ; hands-on implementation and daily use
<b>Xero</b>	<a href="#">Certified Level 1 Associate</a> (self-taught); practical experience with setup and daily operations; may require initial familiarisation with advanced features
<b>Tally</b>	Familiar — general accounting use
<b>Swastik</b>	Familiar — Nepal-based accounting software
<b>Busy</b>	Familiar — India/Nepal-based accounting software
<b>Tigg</b>	Familiar — accounting and operations software
<b>Karobar</b>	Familiar — Nepal-based accounting software
<b>Microsoft Excel</b>	Intermediate to advanced — financial modelling, reconciliation templates, reporting
<b>Google Workspace</b>	Sheets, Docs, Drive for remote collaboration

## WORK EXPERIENCE

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### Finance & Accounting Manager

Pick And Drop Pvt. Ltd. | Lalitpur, Nepal

Feb 2022 – Mar 2026

- Managed end-to-end financial operations for a last-mile logistics company through rapid growth — monthly revenue scaled approximately 16× (from 0.2 million NPR to 3.3 million NPR/month) while implementing cost controls that reduced operating expenses by 14%.
- Performed daily bank reconciliations and month-end close in a high-volume environment, processing and reconciling 200–300+ daily bank transactions — including COD settlements, vendor payables, and receivables — totaling over NPR 2 million per day.
- Automated payroll, supplier, branch, and seller payment processing, eliminating manual work equivalent to two full-time roles while improving accuracy and turnaround time.
- Evaluated, implemented, and migrated the company's accounting software — transitioning from spreadsheets through Tally and QuickBooks Online before standardising on Frappe ERPNext to align finance with the logistics platform.
- Led the full ERPNext implementation, streamlining financial workflows and improving reporting accuracy, enabling the finance function to absorb an 16× rise in transaction volume without proportional headcount or error-rate increases.
- Designed and built COD reconciliation systems and rider settlement processes to support scaling from ~300 to ~2,000 daily deliveries.

### Accounting & ERP Consultant (Part-Time / Freelance)

Yala Knit & Crafts Pvt. Ltd. | Nepal

Jun 2025 – Present

- Implemented the accounting and payroll modules of Frappe ERPNext, migrating the company from manual hard-copy ledgers to a fully digital accounting system.
- Streamlined filing and administrative processes as part of the ERP rollout, improving record accuracy and operational efficiency.
- Engaged on a part-time / freelance basis, managing the full implementation lifecycle alongside other commitments.

### Receivable Accountant

Ashirbad Paints Pvt. Ltd. | Nepalgunj, Nepal

Mar 2017 – Jan 2022

- Managed accounts receivable for 800+ clients, including invoice generation, verification, and resolution of discrepancies.
- Maintained consistent client communication to ensure timely collection of receivables and healthy cash flow.
- Introduced process improvements that increased operational efficiency by 15%.

## EDUCATION

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### Bachelor of Business Administration (BBA)

Tribhuvan University | Nepal

2013 – 2017

## LANGUAGES

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English	Professional working proficiency
Nepali	Native

References available on request.