

CORE COMPETENCIES

Financial Statement Analysis
Capital Markets
Accounting
Reconciliation
Taxation
Trade Life Cycle
New Client Onboarding
KYC (Know Your Customer)
AML (Anti-Money Laundering)
Operations Management
Analytical Skills
MIS Reporting & Documentation
Customer Relationship Management
Process improvement

ACADEMIC DETAILS

- **MBA (Finance | Marketing)** from GLA University, Mathura in 2019
- **Bcom** from Agra University in 2016

IT SKILLS

- **MS Office**; MS Word, Advance MS-Excel, PowerPoint
- **Data Visualization**; Spotfire, MS Visio, PowerBI, Tableau
- **Data collection**; Thomson Reuters
- **ERP Software**; Tally

CERTIFICATIONS

- **IIM Kozhikode**; Certified in Digital Marketing, 2018
- **Udemy**; Certified in Financial Statement Analysis, Certified in Financial Accounting, 2021
- **Information Technology Training**- which focuses on understanding the need of computer technology in modern accounting and learning new techniques of accounting using different softwares, 2016

ACADEMIC PROJECTS

- **Sharekhan**; Worked as equity markets trading and mechanism intern in 2018
- Conducted an empirical study to find out what drives change in stock market at the time of election result

PROFILE SUMMARY

- Pursuing **CFA level 1**
- Versatile high energy professional, offering more than **20 months** of qualitative experience in various aspects of **operations and financial management**
- Managed a team of **6 analyst** for various operations related work
- Possess good knowledge of various **financial statements** like balance sheet, profit and loss statement and cash flow statement
- Expertise in various **capital market products** like; options, futures, derivatives, SWAPS, forwards, MBS (Mortgage Backed Securites), Beta, CAPM(Capital Asset Pricing Model), WACC (Weighted Average Cost of Capital), VAR (Value at Risk)
- Good understanding of various types of **risks**; credit risk, operations risk, market risk, liquidity risk
- Won **Spot award** and best **Young Graduate** award in my team

ORGANISATIONAL EXPERIENCE

Since Feb'20: Wheebox as Senior Operations Executive

My responsibilities as Senior Operations Executive includes, but not limited to:

- Worked as central liaison between the business team and the development team to offer customized services as per the client request
- Successfully deployed customized software for more than 10 corporate clients
- To keep a track of KPI, maintained **Error Matrix** for all the projects and devised a plan to mitigate the operation risk by more than **60%**
- Support implementation of new processes, transition from older procedures and general training
- In order to be in compliance with the best practices defined by our organisation, shared the consolidated report from all service providers with client
- Facilitating root cause analysis and developing best practices for delivery

June'19-Dec'19: Lybrate as Key Accounts Manager

My responsibilities as Key Accounts manager includes, but not limited to:

- Increased the companies revenue by more than **10%**
- Analyzed sales data to discover potential business growth opportunities and presented those to my executives using various data visualization tools like PowerBI and Tableau
- Acts as a central liaison between the sales and finance department

May-July 2018: Sharekhan as Equity Markets Intern

My responsibilities as Equity Markets Intern includes, but not limited to:

- Analyzing financial statements for more than **25** corporate clients
- Hands-on experience with trade life cycle and **T+2** settlement mechanism
- Learned about various types of mutual fund and SIPs

EXTRA CURRICULAR ACTIVITIES

- Head of Finance & Economics committee of my college
- Set-up a food venture in "Paise Vasool 2018", an entrepreneurship event at GLA University Mathura
- Organized the annual fest of centre for management studies "AGRATA 2018"