

#### FINANCIAL ANALYSIS AND RISK MANAGEMENT STUDENT

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# **Summary of Qualifications**

- Critical thinking and problem solving displayed through assisting members of High School Math Club
- · Leadership and communication skills displayed through co-founding and leading High School Coding Club
- · Working knowledge of Financial Mathematics, Financial Accounting, and Economics
- Proficiency in Excel with working knowledge of Excel Macros and Excel VBA
- Working knowledge of SQL, HTML, CSS, JavaScript, Java, Python, Ansible, CDD

### **Experience**

#### **Investments Operations Analyst**

Ontario, Canada

SUN LIFE FINANCIAL

Jan. 2020 - Apr. 2020

- Developed and tested automated deployments using CDD and Ansible to ensure they ran successfully without any problems
- · Created scripts using PowerShell in order to automate processes in conjunction with Ansible
- Made mass updates to scripts using a mainframe in support of automating tasks
- Organized and coordinated meetings between teams for efficient communication and collaboration

Junior Accountant Ontario, Canada

FASKEN MARTINEAU DUMOULIN LLP

May. 2019 - Aug. 2019

- · Processed transactions involving Accounts Payable vouchers and Client disbursements using 3E concerned with high-valued firms
- Followed up with lawyers and legal staff to gather missing information or to check validity of details on invoices to ensure accurate processing
  of vouchers
- · Cross-verified financial documents with physical invoices to guarantee data integrity
- · Assisted with administrative tasks such as getting cheques signed by appropriate lawyers and filing cheques for easy retrieval

#### Awards.

School Champion Ontario, Canada

**EUCLID MATH COMPETITION HELD BY THE UNIVERSITY OF WATERLOO** 

Jun. 2018

Achieved top score within school

**Distinction** Ontario, Canada

Canadian National Math League

Jun. 2018

• Achieved top score within school for the entire series of monthly contests

## **Education**

### Candidate for Bachelors of Mathematics in Financial Analysis and Risk Management

Ontario, Canada Sept. 2018 - Present

University of Waterloo

• Current Average: 87%

- Term Dean's Honours List awarded for Winter 2019 and Fall 2020
- President's Scholarship of Distinction (\$2000 awarded for maintaining an average above 95% for admissions)
- Louise Trapp Entrance Scholarship in Mathematics (One scholarship awarded to an outstanding student entering first year)

#### **Extracurriculars**

Financial Analyst Ontario, Canada

FINANCIAL ANALYSIS AND RISK MANAGEMENT STUDENT ASSOCIATION

Sep. 2019 - Dec. 2019

- · Assist with budget management in order to ensure funding and reimbursements for academic and social events
- · Liaise with the the Vice President of Finance of the Mathematics Society to guarantee timely funding for events
- Aid with administrative tasks at club office so non-technical priorities of the association are efficiently completed

Co-Founder Ontario, Canada

CODESPOT (HIGH SCHOOL CODING CLUB)

Dec. 2016 - Jun. 2018

• Co-founded a coding club with peers to increase technical knowledge of students interested in Mathematics, Computer Science, or Engineering

 Taught members of varying grades and skill levels how to code through examples and assigned projects in order to develop their programming skills

HARSIMRAN ANEJA · RÉSUMÉ