

# JAVERIA AIMAN

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## PROFESSIONAL SUMMARY

Detail-oriented M.com Financial Analysis candidate with hands-on experience in accounting, tax compliance, GST, TDS filings, and statutory audit support. Skilled in Tally ERP, reconciliations, PF/ESIC filings, and financial reporting. Proficient in Advanced Excel and Power BI for financial dashboards and data analysis. Seeking the Junior Associate Tax role at Baker Tilly to contribute to tax compliance, reporting, and client service excellence.

## EDUCATION

### Masters in financial Analysis – 73.7%

Mount Carmel College, Bengaluru | Aug 2024 – May 2026

### Bachelor of Commerce (Professional) – 7.54 CGPA

Mount Carmel College, Bengaluru | Aug 2020 – May 2023

### Pre-University Course (Commerce – SEBA) – 89%

Mount Carmel College, Bengaluru | Jun 2018 – Apr 2020

### SSLC (10th Grade), Karnataka State Board – 88%

St. Mary's Girls High School, Bangalore | Mar 2018

## CERTIFICATIONS

NISM-Series-VIII: Equity Derivative | Tally Certified | Advanced MS Excel | Capital Markets | Complete Financial Analyst Course | Power BI

## RELEVANT EXPERIENCE

### Accounts & Taxation Intern

BVC Global, Bengaluru | Jun 2025 – Jul 2025

- Supported financial operations and ensured timely submission of statutory filings.
- Performed **bank reconciliations for 300+ transactions** in Tally ERP with full accuracy.
- Assisted in **GSTR-1, GSTR-3B, ITR, and TDS filings**, improving process compliance.
- Prepared **audit documentation and financial reports** to support senior accountants.

### Audit Intern

KenTree Consultants Pvt Ltd, Bengaluru | Feb 2022 – Mar 2022

- Verified financial statements, vouchers, and client data for accuracy.
- Filed TDS returns and assisted in audit preparation under supervision.
- Enhanced data organization for multiple client portfolios

### Lecturer Intern

Kabir Independent PU College for Women, Bengaluru | Jul 2025

- Delivered Business Studies lectures to PU students, simplifying key financial and business concepts.
- Enhanced public speaking and communication skills, useful in client and team collaboration.

## ADDITIONAL EXPERIENCE

### Private Tutor (2023 – Present)

- Tutored commerce & accounting students, improving grades by 20%+.

### Stock Market Analysis (Self-Learning) | 2023– Present

- Practiced equity research, technical analysis, and trading simulations.

## KEY SKILLS

- Tax & Compliance:** GST Filing, TDS Returns, ITR Filing, PF/ESIC Filing, Section 44AB Audit
- Accounting:** Tally ERP, Journal Entries, Ledger Posting, Bank Reconciliation
- Tools:** Advanced Excel, Power BI (Dashboards, Data Cleaning, DAX Basics), MS Office
- Finance Skills:** Budgeting, Forecasting, Equity Research (Entry Level), Financial Analysis
- Soft Skills:** Analytical Thinking, Attention to Detail, Communication, Presentation Skills

**Languages:** English, Hindi, Urdu, Kannada (basic).