

# MOHAMMAD MUBIN JAMIL

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## SUMMARY

Detailed-oriented analyst with robust experience in financial reporting, credit and risk analysis, compliance, and KPI monitoring within fast-paced environments. Practical background collaborating with cross-functional teams on financial modeling, process improvement, and ERP implementation.

## EDUCATION

<b>CFA Institute</b> <i>Pursuing CFA Level 1 (Chartered Financial Analyst)</i>	<b>Canada</b>
<b>Concordia University, John Molson School of Business</b> <i>Bachelors of Commerce in Finance and Data Intelligence</i>	<b>Montreal, QC</b>

## PROFESSIONAL DEVELOPMENT

<b>HarvardX (edX), Data Science: R Basics</b> <i>Auditing Harvard University's foundational data science course focused on R programming, data wrangling, and statistical analysis to enhance data-driven financial decision-making.</i>	<b>Ongoing 2025</b>
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## SKILLS

- **Technical:** Microsoft Excel (Advanced), Power BI (Dashboarding & Forecasting), SQL, Microsoft Office, Github, R
- **CRM Platforms:** Maven, Salesforce, SAP Ariba, SAP S/4 HANA, Jira

## PROFESSIONAL EXPERIENCE

<b>Dialectica</b> <i>Project Manager</i>	<b>Montreal, QC</b>
• Supported execution of 10+ continuous client projects across diverse industrial sectors ensuring on-time delivery and quality output in a fast paced environment.	<i>Mar 2025 – Present</i>

• Led stakeholder management for high-profile clients and internal teams, serving as the primary point of contact to align strategic objectives, coordinate expert consultations, and ensure project deliverables met client expectations, resulting in an average 60% share of wallet.

• Coordinated with internal and external compliance team, IT and finance team by leveraging strong communication skills to ensure accurate documentation, billing, and reporting

• Engaging in business development activities for top-tier consulting and investment clients, identifying opportunities for growth within my portfolio, and fostering long-term client partnership.

• Developed and maintained strong relationships with key stakeholders across multiple industrial sectors, proactively addressing concerns and driving consensus to support project success and long-term client satisfaction.

<b>BRP (Bombardier Recreational Products)</b> <i>Intern - Invoice Analyst</i>	<b>Montreal, QC</b>
• Traced and analyzed over 2000 financial contracts from SAP Ariba for more than 300 different vendors, leveraging strong analytical skills to identify trends, discrepancies, and risks	<i>Jan. 2024 - Dec. 2024</i>

• Developed an automated financial dashboard using Power BI for KPI tracking of contract cost, deadlines, and compliance status in real time, enabling a high level view across all MSA improving decision making by 25%.

• Collaborated with IT, compliance, and finance teams to prepare monthly, quarterly and yearly financial reports, improving performance reporting by 10%.

<b>TutorBright</b> <i>Tutor- Math &amp; Economics</i>	<b>Toronto, ON</b>
• Provided personalized tutoring in STEM subjects, including mathematics, physics, chemistry, and biology, to K-12 students.	<i>Feb. 2023 - Present</i>

## PROJECTS & LEADERSHIP EXPERIENCE

<b>Bookeeper   Zen Solutions and Services</b>	<b>Winter 2025</b>
• Categorized expenses, recorded cheque payments and organised financial records using Intuit Quickbooks for reporting.	
<b>Intern Comité Social   BRP   Vice President of Animation</b>	<b>Winter 2024</b>
• Coordinated and hosted events for over 100 interns, creating promotional materials and ensuring successful execution of events.	

**Engineer and Commerce Case Competition (ENGCOMM) | Concordia | Director Corporate** **Winter 2023**

• Secured over 15 corporate sponsorships by meeting and negotiating partnerships with companies.

**Apple Equity Valuation- Portfolio Management | Concordia University** **Winter 2023**

• Conducted financial modeling and data analysis using valuation techniques such as discounted cash flow (DCF) and comparable-company analysis, developing Excel-based reports for scenario analysis and investment decision support.