# Nikhil Chauhan

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## EXPERIENCE

Jun 22-Nov 22    **CA RAVINDER GUPTA & ASSOCIATES**      Tri Nagar, Delhi
*Accountant*
- Proficiently managed accounts using Tally ERP 9 and Busy Accounting software, ensuring accurate and up-to-date financial records for clients.
- Prepared comprehensive bank summaries for clients, facilitating clear insights into financial transactions and account balances.
- Demonstrated expertise in auditing procedures, conducting thorough examinations of financial records to ensure compliance with regulatory standards and internal controls.
- Collaborated with clients and internal teams to resolve accounting discrepancies, providing valuable insights and recommendations for improving financial processes and procedures.

July 23-Aug23    **FUZEMEE**      USA
*Marketing Intern* (2013-2014)
- Accomplished the Marketing Intern Training program (USA-Remote)

Aug23-Nov23    **PEHCHAAN - THE STREET SCHOOL(NGO)**      Delhi
*Social Media Marketing Intern*
- Developed and implemented social media marketing strategies to increase brand awareness and engagement for Pehchaan The Street School.
- Created and curated content for various social media platforms including Facebook, Instagram, and Twitter, aligning with the organization's mission and goals.
- Conducted market research and competitor analysis to identify trends and opportunities for growth in the NGO sector, providing valuable insights for strategic decision-making.
- Contributed to the development of the organization's brand voice and messaging, ensuring consistency across all communication channels.

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## EDUCATION

2021-2024    **SCHOOL OF OPEN LEARNING, DELHI UNIVERSITY**      Delhi
*Bachelors of Commerce(Hons)*

2020-2021    **SM ARYA PUBLIC SCHOOL**      Punjabi Bagh, Delhi
*12th, Commerce with Maths,*
*Passed from CBSE Board*

2020-2021    **SM ARYA PUBLIC SCHOOL**      Punjabi Bagh, Delhi
*10th, Passed from CBSE Board*

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## OTHER

- Languages: English, Hindi
- Technical Skills: Tally ERP 9, Busy Accounting Software, Python, Excel, Power BI, SQL, Microsoft Office.