

## URVASHI JAIN

C-601/E-8, Krishna Apra Residency, Sector - 61, NOIDA (U.P.) - 201307, India

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### PROFESSIONAL SUMMARY

A qualified Chartered Accountant (CA) and a performance-driven professional with 10+ years of experience supporting and managing accounting operations within fast-paced environments who successfully capitalizes growth opportunities, improves bottom-line performance, and optimizes organizational efficiency and productivity. A professional adept at identifying deficiencies and working with management to address them and develop process improvement strategies.

### EDUCATIONAL / PROFESSIONAL QUALIFICATIONS

COURSE	INSTITUTE / BOARD	YEAR OF COMPLETION
Chartered Financial Analyst (CFA) Level 1 Cleared	CFA Institute, USA	2014
Chartered Accountant (CA)	The Institute of Chartered Accountants of India (ICAI)	2012
Bachelor of Commerce (B. Com.)	University of Delhi	2011
C.B.S.E (XII) (Commerce)	Bal Bharati Public School, NOIDA	2008

### PROFESSIONAL WORK EXPERIENCE

<b>DMI Innovations Private Limited, NOIDA</b>	<b>Manager - F&amp;A</b>	<b>Apr. 2022 to Present</b>
	<b>Associate Manager - F&amp;A</b>	<b>Oct. 2020 to Mar. 2022</b>
	<b>Assistant Manager - F&amp;A</b>	<b>Mar. 2018 to Sept. 2020</b>
<ul style="list-style-type: none"><li>Responsible for the monthly close as well as maintenance of all accounting ledgers including monthly review of all account reconciliations and journal entries, bank reconciliations and daily cash forecast reports.</li><li>Assisting US controllership team in monthly analysis, preparation, and reporting of consolidated financial statements.</li><li>Reviewing client contracts to ensure revenue is recognized in accordance with US GAAP ASC 606 by using fixed price and T&amp;M revenue recognition techniques for a business vertical.</li><li>Providing support to department managers and other finance personnel in the preparation, understanding and use of financial information.</li><li>Supervising and managing the Project setup team's work – Creation, modification, troubleshooting of various projects in the system.</li><li>Coordinating and reviewing operations of foreign reporting units.</li><li>Supporting in statutory &amp; other government audits &amp; performing other duties and special projects as assigned.</li></ul>		
<b>Louis Dreyfus Company Services India Pvt. Ltd., Gurugram</b>	<b>Analyst - General Ledger (F&amp;A)</b>	<b>Nov. 2015 to Feb. 2018</b>
<ul style="list-style-type: none"><li>Processing period-end journals, reconciliations, &amp; ensuring settlement of inter-company transactions in accordance with IFRS and IAS.</li><li>Managing period-end reporting &amp; consolidations, preparing statutory &amp; management reporting schedules, Corporate Tax computations, etc.</li><li>Coordinating with Singapore controller for establishing &amp; executing internal controls over the Company's accounting and financial procedures</li><li>Created and implemented a new system for working on the Strategy (P&amp;L) reconciliation process which improved the review process by 80%</li><li>Performing the role of pilot tester for process improvement initiatives in coordination with the overseas Regional Financial Controller head</li></ul>		
<b>TransWeb Educational Services Pvt. Ltd., NOIDA</b>	<b>Associate Consultant - Finance &amp; Accounts</b>	<b>Oct. 2014 to Nov. 2015</b>
<ul style="list-style-type: none"><li>Project / Content development, academic research work and quality assurance for international academic projects and business contents</li><li>Online sessions and consultancy on diverse topics of Finance and Accounts to international candidates.</li></ul>		
<b>CMA CGM Logistics Park (Dadri) Pvt. Ltd., Gr. NOIDA</b>	<b>Senior Executive - Finance &amp; Accounts</b>	<b>Feb. 2014 to Sept. 2014</b>
<ul style="list-style-type: none"><li>Preparing MIS reports, tax plans, ensuring timely assessment and payment of taxes, maintaining statutory books of accounts, complying with various Companies Act norms/requirements etc.</li><li>Assisting in budget preparation, variances, etc. and coordinating with Internal and Statutory auditors.</li></ul>		

### INTERNSHIP / ARTICLESHIP EXPERIENCE

<b>Religare Securities Limited, NOIDA</b>	<b>Summer Internship</b>	<b>May 2013 to Sept. 2013</b>
<b>Worked on Project: "RISK MANAGEMENT FRAMEWORK IN FINANCIAL MARKETS"</b>		
<ul style="list-style-type: none"><li>Identified various market/operational risks associated with the securities industry &amp; analysed the effects of these risks on the clients &amp; RSL</li><li>Understanding the NCFM Curriculum and its technical topics such as Mark to Market (MTM), Standard Portfolio Analysis of Risk (SPAN), VAR, Position Limits, etc.</li><li>Prepared an Advanced Excel Report (for daily purpose) for the Commodities &amp; Currencies Section depicting the daily turnover for commodity &amp; currency transactions in spot, futures and options market by the clients of RSL and an overall picture of the top holdings by the clients in various commodity &amp; currency heads/divisions</li></ul>		
<b>SN Power India Pvt. Ltd., NOIDA</b>	<b>Summer Internship - F&amp;A</b>	<b>June 2012 to July 2012</b>
<b>Murari Gupta &amp; Co. Chartered Accountants, Delhi</b>	<b>CA Articleship Training</b>	<b>Jan. 2010 to Apr. 2012</b>
<b>PARY &amp; Co. Chartered Accountants, NOIDA</b>	<b>CA Articleship Training</b>	<b>Aug. 2008 to Nov. 2009</b>

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### AWARDS & ACCOMPLISHMENTS

- Received the **I AM DMI (Q4 2021) award** for the outstanding work done in F&A during the year at DMI LLC.
- Received the **Pinnacle Award 2016** for the outstanding work done in F&A during the year at Louis Dreyfus Company.
- Received the **Shining Star for the month** award twice at TransWeb Educational Services
- Received the **Best Article Trainee Award** at PARY & Co. Chartered Accountants
- Proposed and implemented amendments to the MIS process to make the reports accurately & saving the preparation time by using MS Office features.
- Played a pivotal role in developing security analysis models for RSL and suite of advanced reports for Management Reporting

### OTHER DETAILS

Professional Skills	: General Ledger, Record to Report, US GAAP, IFRS, Revenue accounting, Financial reporting, MIS reporting, Intercompany accounting, Project Setup, Reconciliations, Cash Management, Management reporting, International accounting, Audit support, Process improvements, Process streamlining, Team handling, Internal controls, etc.
Computer Proficiency	: SAP, Tally ERP, NetSuite, Deltek Costpoint, Microsoft Dynamics, Cognos, MS Office Suite (Word, Excel, etc.)
Date of Birth	: 01st December 1990
Marital Status	: Unmarried
Passport Availability	: Yes
US VISA Status:	B1 / B2 (Travel / Business)
LinkedIn Profile Link	: <a href="https://www.linkedin.com/in/urvashi112/">https://www.linkedin.com/in/urvashi112/</a>