

SNEHI VORA

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Open to FP&A, financial analyst, and corporate business analyst roles.

SUMMARY

- Financial Planning and Analysis (FP&A) professional with expertise in cost accounting, budgeting, forecasting, and AI integration in finance.
- Proficient in Tally Prime, Excel, Power BI, and financial forecasting tools to make strategic business decisions for cost and revenue optimization.
- Adept at identifying cost-saving opportunities and providing actionable insights to drive business growth.
- Passionate about leveraging technology to enhance financial processes and deliver impactful results.
- Committed to continuous learning and staying updated with industry trends.

EDUCATION

Institute of Management Accountant Certified Management Accountant (CMA US) Part 1- 420/500	Jan. 2024 – Apr. 2025
Smt. P.N. Doshi Women's College Mumbai, India Bachelor of Accounting and Finance (BAF) 5th Sem 8.7 CGPA	Jun. 2022 - Apr. 2025
KJ Somaiya College of Arts and Commerce Mumbai, India Junior College, 12th Grade in Commerce (85.5%)	Apr. 2021 - Mar. 2022

WORK EXPERIENCE

Pankaj B Mehta Mumbai, India Accounts Assistant	Feb. 2023 - Sep. 2023
<ul style="list-style-type: none">Assisted in preparing and filing income tax returns for 400+ individuals.Reviewed financial records and ensured accuracy in the filing of GST and TDS returns.Managed bookkeeping tasks for 50+ companies with 97% accuracy and prepared financial statements.Reconciled bank statements using Tally and Tally Prime.	
Professional Tests Series Mumbai, India Test Series Intern	Aug. 2021 - Nov. 2021
<ul style="list-style-type: none">Assessed 100+ student papers with 98% accuracy, providing detailed feedback to support academic development.Delivered comprehensive academic support services and customer support, addressing inquiries and resolving issues efficiently.Managed website content, ensuring accuracy and enhancing user experience by 15%.	

SKILLS

- Technical Skills:** Power BI, Advanced Excel, Tally Prime, and financial automation with AI integration.
- Financial Skills:** FP&A, budgeting, forecasting, cost optimization, variance analysis, and strategic planning.
- Soft Skills:** Analytical thinking, problem-solving, cross-functional collaboration, and clear financial storytelling.

CERTIFICATIONS

- ACIT Program Windows, MS Office, Tally Erp and Tally Prime: **ACIT Institute**
- Stock Market (Fundamental and Technical Analysis): **Varsity Zerodha**
- ChatGPT for Beginners and ChatGPT for Accounting: **Great Learning**
- Leadership Course: **IIMA Ahmedabad (Coursera)**
- Basics of AI, Prompt Engineering and Notion: **Ansh Mehra**
- Financial Planning and Analysis and Power BI