

EKTA GUPTA

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A finance enthusiast seeking for an environment where I can learn skills, explore opportunities and work with the team that help me grow professionally as well as personally.

TECHNICAL SKILLS

- Financial Statement Analysis
- Microsoft Excel
- Microsoft PowerPoint/Canva
- SQL
- Power BI
- Microsoft word

EXPERIENCE

Poonawalla Fincorp Pvt Ltd, Indore

Duration - April 2023 -Present

Profile - Relationship Manager

INTERSHIP

Acontax Consultancy Pvt Ltd, Indore

Duration - 45 days (July- August 2022)

Profile - Management Trainee

- Responsible for filing tax return for the provided data and Error Identification and Verification of Documents for GST registration
- Performed Data Sorting and Analysis using various advance excel functions
- Created Digital Designs for Marketing for UAE office.

ACADEMIC QUALIFICATION

Prestige Institute of Management and Research, Indore

Master of Business Administration- Financial Administration (2021-23) - 79.04

Career College, Bhopal

Bachelor of Business Administration (2018-21)- 72.02%

Maharishi Vidyamandir, Chhatarpur

XII - 79.02% (2017-18)

X - 7.2 CGPA (2015-16)

CERTIFICATIONS

- Business Analyst - Dot Analytics, Indore
- Microsoft Advance Excel Certification by Microsoft
- NISM VA Mutual Fund Distributor Certification Program

CO-CURRICULAR PARTICIPATION

- Union Budget Deciphering-2022
- Book Review Competition
- Elation Fashion Show Competition