

Gurleen Kaur

Mob: +918527748540, E-mail: gurleen21dec@gmail.com

Educational Qualification

Qualification	Specialization	Year of Passing	Institution	University/ Board	Percentage / CGPA
PGPM	Finance	2015-2017	IBS Business School, Gurgaon	ICFAI University	9.40
B.Com	General	2012-2015	Khalsa College for Women, Ludhiana	Punjab University	77.4%
XII	Commerce	2010-2012	Brahm Rishi Bawra Sr. Sec. School, Ludhiana	Punjab School Education Board	85.1%
X	General	2010	St. R. K. Anand Public School, Ludhiana	Punjab School Education Board	81.8%

Work Experience

Evalueserve: Currently working as a Senior Business Analyst at Evalueserve since February 2018. Being a Senior Business Analyst, I am involved in

- Managing team workflow and team (including client communications, negotiating deadlines with client, allocating work to fellow team members and subordinates based on the workflow)
- Working on financial and operational benchmarking of various companies in a particular industry to assess the performance of the company. Also, works on historical financial and operational benchmarking of a particular company to see the revenue, ebitda etc. trends over the years
- Preparing company profiles (including one-pager profiles, deep dive profiles, line profile)
- Preparing Management & Board of Directors bio profiles
- Preparing industry research reports (containing information about the particular industry, major players in the industry, how the industry is performing)
- Working on Financial statement analysis (including analysis of P/L statement, Balance sheet and cash flow statements)
- Working on Ratio analysis to see the trends over the years and compare the performance of a particular company to its peer
- Working on Comparable company analysis to determine the performance and multiples of the companies in a particular sector
- Working on Precedent transaction analysis to calculate the multiples paid by the acquiring companies in the past, to determine the best multiple for acquisitions in the future
- Have knowledge of various databases like Bloomberg, SNL, FactSet, Capital IQ, ThomsonOne, Orbis, Green Street advisors and Factiva which provide detailed information about the companies and markets

Moody's Analytics Knowledge Services (December 2016 – February 2018): Being an Associate, I have

- Done Benchmarking analysis to find out the long term trends in Revenue, EBITDA and other important financial metrics in different companies and thereby understanding their past performance
- Created Company Profiles detailing the complete picture of the company in a single document like its business overview, management, financial performance, products & service, share price performance, key events etc.
- Worked on Pitch Books and Memos comprising company and industry research to give an idea to the client about investments in particular company

Evalueserve (Intern'16): Being a Financial Analyst Intern, I have done financial spreading and Credit Analysis of various Public and Private Companies as per defined client guidelines and analysed various ratios, operating and financial performance of companies and provided comparability of financials across the industry

Skills

- MS word, MS excel, MS PowerPoint
- Capable to work as a team leader and team member
- Capable of adapting to dynamic situation

Awards and Recognitions

- Got 'Certification of Appreciation' for consistently performing well and meeting client's requirements at Evalueserve
- Got 'Pat on the Back' for delivering high quality and quantity work at Evalueserve during internship
- Awarded scholarship from Punjab School Education Board being a meritorious student
- Awarded with Best Student in inter school fest-2010

Associations

- Placement Representative at IBS Gurgaon. Being a Placement Representative, I have organized and coordinated various activities of Placement
- Core member of MIDAS TOUCH (Finance Club) at IBS Gurgaon. Being a Core member of Finance Club, I have organized various quizzes and events

Hobbies and Interests

Reading, Cooking, Listening to Music, Surfing Internet

Personal Details

Father's name : S. Narinder Singh
 Date of Birth : Dec 21st, 1994
 Gender : Female
 Address : House No. – 768, Sector – 38, Gurugram, 122001
 Languages Known : English, Hindi & Punjabi (Read, Write, Speak)

I hereby declare the information given above true to my knowledge.

Date:

Place:

(GURLEEN KAUR)