

## Rajeev Chaudhary

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Looking for opportunity in an organization where my financial skills could be utilized in the best interest of organization. If a chance given to me in your organization, I assure and I will give my level best.

### Professional Attribute

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- ☐ MBA (Finance) professional
- ☐ Undergone a training program on Financial Modelling & Company Valuation, comprehensive knowledge of Core & Advance Excel, VBA, valuation tools (DCF, Relative valuation and property valuation).
- ☐ Possess strong analytical, communication, problem-solving and multi-tasking skills.

### Work Experience

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1.      **ORGANIZATION**      : SILVERSKILLS PVT.LTD  
         **TENURE**                : Aug 2020 to present  
         **PROFILE**                : Financial Analyst(Valuation and underwriting)

### Roles and responsibility

- Analysis of financial statements of different commercial properties
- Valuation of commercial property using Argus Enterprise
- Recovery reconciliation for argus modelling purpose
- Checking of credit rating of different borrowers
- Lease abstracting
- Creating memos and properties valuation reports on excel
- Incorporating and analyzing properties operating statements and rent roll and performing re-underwriting based on cashflow analysis
- Responsible for underwriting for commercial properties
- Worked on third party reports (appraisal, environment and engineering)

**TENURE**                        : July 2019- July-2020  
**PROFILE**                        : Financial Relocation Analyst

### Roles and Responsibility

- Review and draft documents in accordance with individual client standard process guidelines.
- Analyze audit and process the financial payments within defined service level agreement and guidelines of different clients.
- Providing accurate and timely response to internal and external customers regarding payments.
- Analyzing financial expenses of different customers of different clients on excel and provides reports to HR of different clients.

2. **ORGANIZATION: GENPACT INDIA PVT. LTD.**  
**TENURE** : July,2015-Apr 2016  
**PROFILE** : WORKED IN ACCOUNTS PAYABLE AS A PROCESS ASSOCIATE

### Roles and responsibility

- Analysis of expenses for advertising and public relation particularly for United states.
- Auditing of invoices, bills and payment query for Ogilvy Pvt Ltd.
- Processing of invoices and bills as per policy set up by company.
- Handling P2P(Procurement to pay cycle) and account payables.
- Making daily working reports on excel sheet.

### Professional Training and course

#### Financial Modeling and Valuation Training

**Institute:** Investment Banking Institute.

#### Learning outcomes

1. Company Valuation by three methods DCF, Relative Valuation and Transaction Valuation
2. Merger and acquisition of companies

#### CERTIFICATION

- ⇒ Certification in **Financial Modelling & Company Valuation** using Excel and VBA from Investment Banking Institute, New Delhi.
- ⇒ Certification in **Core & Advance Excel from Microsoft (USA)**.

#### ACADEMIC QUALIFICATION

<b>MBA (Finance)</b>	DIAS, IPU	2017-19	Secured 74.01 %
<b>B.Com</b>	SGNDKC, DU	2015	Secured 70.41
<b>12<sup>th</sup> (Commerce)</b>	S.D.Public School, East Patel Nagar	2012	Secured 77
<b>10<sup>th</sup></b>	S.D.Public School, East Patel Nagar	2010	Secured 7.8/10 CGPA

#### PERSONAL DETAILS

**Date of Birth** : 11,July,1994  
**Address** : 30/20A UGF Patel Nagar West, New Delhi – 110008.

