

# SHARJEEL AHSAN

Financial Analyst, MBA (Finance)

✉ Sharjeelahsan007@gmail.com

☎ 91 9528871594

🌐 Shaheen Bagh, New Delhi,  
Pin 110025, India.

## 🔧 Skills

Financial Analyst  
Spreading  
Indexing  
Accounting  
Team Player  
Coordination  
Time Management

## 🖥 Technical Skills

MS Excel  
MS Word  
Outlook  
SAP  
Adobe DC  
Citrix

## ♥ Interests

Photography  
Table Tennis  
Urdu Poetry

## ➡ Others

Passport availability: Yes  
Language: English, Hindi, Urdu  
Notice period: Available to join  
Immediately

## 📌 Career Summary

I am an MBA graduate with 3 years of experience in finance. For last 2.5 years, I am working as a Financial Analyst in Commercial Real Estate Mortgage where I am supposed to manage a team in handling all financial documents that are being receiving at preliminary stage of financial analysis.

## 👤 Experience

### ○ Silverskills Pvt Ltd, Gurgaon

Financial Analyst

Feb 2019 – July 2021

- My role involves handling all financial documents such as operating statements, balance sheets, tax returns, audited reports etc that are received in outlook mail box.
- Superficially analysing these documents and then uploading them on client's portal as per their guidelines.
- Spreading income statement & multifamily rent rolls for various capital sources like FMAC, FNMA, FHA etc.
- Making Inventory & productivity files on excel.
- Processing, reviewing, auditing and training staffs.

### ○ Genpact India, Gurgaon

Chargeback Analyst

July 2018 – Jan 2019

- I was working under order to cash cycle for McKesson process.
- My role involved manual reconciliation of chargeback line items using an Excel template.
- Generating reports from citrix.
- Working on SAP.

## 📖 Education



Master in Business Administration (Finance)  
(Aligarh Muslim University, Aligarh)

2016 – 2018



B. Com (Hons)  
(Aligarh Muslim University, Aligarh)

2012 – 2015

## 🔧 Project



Lean Six Sigma

Project involved time study for IDOC process and reducing the unnecessary steps to optimize the process.

A recommendation was also submitted by me within 7 months of my joining the process and it was in the queue.

