

DEEKSHA SHARMA

A meticulous and results-driven finance professional with extensive experience in financial analysis, seeking a role to leverage my expertise in delivering intensive financial solutions, optimizing resource allocation, and driving business growth. I adept at implementing innovative strategies, ensuring compliance, and fostering stakeholder relationships to achieve organizational objectives.

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📍 Lucknow, India

KEY SKILLS

Accounting Financial Modelling Financial Analysis Budgeting
Regulatory Compliance Advanced Excel Financial Risk Mitigation
Investment Strategies SQL Portfolio Management
MS Office Suites

WORK EXPERIENCE

Senior Executive HCL Private Limited

07/2023 - Present

Lucknow

Tasks

- Conduct comprehensive financial analysis, including budgeting, forecasting, and variance analysis, to support strategic decision-making.
- Manage SAP financial operations, ensuring accuracy in accounts payable/receivable, vendor reconciliation, and timely reporting.
- Spearhead precise data entry and record maintenance to uphold financial integrity and compliance with corporate policies.
- Process employee benefits for deceased employees, including Group Term Life Insurance (GTLI), gratuity, and full and final settlement (FNF) ensuring timely and accurate disbursement by organizational policies and statutory requirements.
- Utilizing MIT systems to efficiently manage employee settlements, including leave encashments, pending dues, and benefits, while performing bank reconciliations to ensure accurate and timely closures.
- Conduct monthly bank reconciliations to ensure accuracy between company records and bank statements, resolving discrepancies promptly.

Internship - Equity Research Associate Arihant Capital

06/2022 - 07/2022

Tasks

- Gained exposure to the corporate world by interacting with traders and visiting banks for investment insights. Developed skills in equity research, derivatives trading, and financial analysis.

Finance Intern Bajaj Automobiles

03/2019 - 05/2019

Tasks

- Applied SBST and CBST methodologies in accounting to streamline financial processes. Acquired knowledge of insurance policies and vehicle financing procedures.

Finance Intern Opulence Business Solutions Pvt. Ltd

07/2021 - 09/2021

Tasks

- Researched investors and investment groups for asset portfolio optimization and collaborated with various investors to explore financial opportunities.

LANGUAGES

English
Full Professional Proficiency

Hindi
Full Professional Proficiency

CERTIFICATES

Certified in Excel Course-Spreadsheet Formulas For Finance

Corporate Finance Institute

Marketing Analytics

University of Virginia

Corporate Finance

Great Learning

Certified in Marketing Analytics: Forecasting Models with Excel

UDMEY

Certified Course in Commerce and Business

City of Manchester

Short Course in Human Resource Management

E Learning college

EDUCATION

MBA (Finance Management)
University of Petroleum and Energy Studies, Dehradun

2021 - 2023

B.Com.(Hons.)
IMS UNISON UNIVERSITY

2017 - 2020

EXTRA-CURRICULAR ACTIVITIES

Participated in the National Conference on "Five Trillion Indian Economy: A Road Map."

Attended the Coca-Cola Youthspeak Forum hosted by AIESEC in Dehradun

Received the Young Achiever's Award from Noida International University.

Competed in the Badminton Cluster at the zone level.

Held leadership roles as Vice Sports Captain and Sports Captain in school.

Engaged in Ad-Mania and various seminars at IMS Unison University.

SOFT SKILLS

Effective Communication Critical Thinking
Leadership Time Management
Adaptability