



# Astha

## Financial Executive

### My Contact

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📍 Muzaffarpur, Bihar



### Hard Skill

- Financial modeling and reporting
- US payroll analysis
- Financial accounting (Plans modeling)
- Plans valuation
- MS Excel

### Soft Skill

- Observation
- Decision making
- Communication
- Multi-tasking

### Education Background

- LN Mishra college of business management  
*Masters Finance (8.16 CGPA)*  
Completed in 2022
- Birla institute of technology, Patna  
*BBA (Finance & HR 8.00 CGPA)*  
Completed in 2019
- Intermediate (12th)  
*NIOS 79.9%*  
Completed in 2016

### About Me

I am a seasoned MBA professional specializing in finance with a keen eye for understanding business requirements and identifying organizational needs. With a track record of excellence in analyzing roles and proficiently coordinating with diverse teams, I bring a wealth of expertise to my role as a Financial Executive at TRPC. I thrive on delivering strategic financial solutions that drive growth and success for the organization.

### Professional Experience

#### TRPC , Gurgaon | Financial executive 2022– Present

- **\*\*US Taxation\*\***: Expert in navigating complex tax laws to minimize liabilities and maximize savings.
- **\*\*Payroll Management\*\***: Efficiently handle payroll processes, ensuring accurate and compliant payments.
- **\*\*Retirement Planning\*\***: Develop and implement tailored retirement plans, offering guidance on investments and contribution strategies.
- **\*\*Financial Analysis\*\***: Conduct comprehensive analyses to assess financial health, identify trends, and provide strategic recommendations.
- **\*\*Risk Management\*\***: Proactively identify and mitigate financial risks, safeguarding company assets and stability.
- **\*\*Regulatory Compliance\*\***: Ensure adherence to taxation, payroll, retirement, and financial reporting regulations.
- **\*\*Continuous Improvement\*\***: Implement process enhancements to improve efficiency and accuracy, resulting in cost savings and increased productivity.

### Achievements

- Completed internship project with TIMUL (Muzaffarpur), gaining practical experience in financial modelling and analysis .
- Participated in a workshop on "The Art of Stress Management" by NDIM at BIT, acquiring valuable techniques for managing stress effectively in professional settings.
- Attended seminars conducted by IBS and MHRD, expanding knowledge and insights on business and financial outcomes .
- Received numerous awards at the college level for seminar and project .