

LAXMI KUMARI

FINANCE MANAGER

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New Delhi, India

Degree	Board	Institute	% / CGPA	Year
Master of business administration		Indira Gandhi Delhi Technical University of women		Pursuing
Bachelor of arts (Eco &eng)		Hindu college (du)	80	2023
Class XII	C.B.S.E	RPVV Shalimar Bagh Delhi	97	2020
Class X	C.B.S.E	SKV Shalimar bagh Delhi	80	2018
ACADEMIC ACHIEVEMENTS				
• A. Secured 3 position school, in 12 class.				2020
• B. Secured 2 position in national level science Olympiad, North zone Delhi.				2017
• C. Member of IIM B financial analyst team.				2023
• D. Secured 2 position in economics submit at University level.				2021
• E. Got scholarship of 1 lakh Rupees, at graduation level from Delhi govt.				2022
WORK EXPERIENCE				
Finance manager		May 2021-2023		
Major role	<ul style="list-style-type: none">Filed ~4500 GST returns with turnover of up to ~Rs. 500Cr including both monthly & annual returnsHelp teams in financial modelling and analysis.Providing consultancy services, consulted 50 clients, in solving their internal and external business problems.Analysing projects			
Advisory Services	<ul style="list-style-type: none">Handled 10 data analytics projects.Helped ~15 clients with an avg revenue of Rs. 2Cr to comply monthly GST returns with final turnoverExperienced in handling projects, done approximately 30 projects’			
Leadership	<ul style="list-style-type: none">Led team of 8 members for 2 years & mentor them in financial modelling			
Position of responsibility				
HR associate Synergy (lgdtuw)	<ul style="list-style-type: none">Distribution of duties among head coordinators& coordinatorsPerformance appraisal of team			2023 2022

	<ul style="list-style-type: none"> • Coordination with whole team, give updates to society head • Management of events 	2023
Consulting (Hindu college)	<ul style="list-style-type: none"> • CONSULTING • Project handling & providing solution. 	2021 2021
Project manager	<ul style="list-style-type: none"> • Analysis of project requirements, distribution of tasks among team members. • Dealing with clients and providing consultation to them. 	2023 2023
ACADEMIC PROJECTS		
Conflict resolution (Hindu college)	<ul style="list-style-type: none"> • Methods of Peace resolution at University of Delhi 	2022
Data Analytics (IGDTUW)	<ul style="list-style-type: none"> • Analysis of markets for eco-friendly products. • Implication of statistical tools for analysis (SPSS, power point, advance excel) 	2023
Finance project	<ul style="list-style-type: none"> • Financial analysis by power bi & tableau • Mortgage trading analysis by power bi & tableau. 	2024
INTERNSHIPS		
Advika translations	<ul style="list-style-type: none"> • Projects handling • Data analytics in advika translations 	2020 2023
Jazbaat foundation	<ul style="list-style-type: none"> • Faculty of economics • HR and project handling 	2020 2021
EXTRA CURRICULAR ACHIEVEMENTS		
Personal interest	<ul style="list-style-type: none"> • Painting • Learning languages (French- intermediate, German beginner, English – professional, Hindi – native). • Poetry writing 	2022
Live projects	<ul style="list-style-type: none"> • Coca cola industry visit-processing , supply chain management • Yakult visit-whole functioning 	2023 2024
Social Work (Others)	<ul style="list-style-type: none"> • Coordinator of mentorship program run by Jazbaat foundation • Books, clothes distribution vishalakshmi foundation • Enrolled in online course of SQL • Completed online course in Power bi • Completed online course in ADVANCE EXCEL • Enrolled in python course from npTEL • Enrolled in online course of Tableau • Enrolled in financial modelling and analysis by R programming from npTEL. • Enrolled in online course of project management, data analytics from npTEL. 	2021 2022