

Lavanya C

Mobile No: - 9738997387

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Professional Summary

As an enthusiastic and ambitious Financial Associate having 3+ years of experience in Financial Reporting, where I was aligned with the Schedule of Investments, notes to Financials and Financial Statements. Now looking for a challenging career that will utilize my skills and strengths in financial reporting and analysis and play a vital role in the company's operational growth and financial success.

Work Experience

State Street Corporation, Bengaluru India
Financial Reporting Analyst II

Sep 2022 to July 2023

- Preparing and performing 1st level reviews on mutual fund SOI, Financial statements quarterly, semiannually, and annually, weekly and monthly holdings
- Responsible for reconciliation of non-derivatives items on daily basis
- Participating in the research and resolution of client issues
- Responsible for understanding all standard operating procedures, Key controls, Client Specific Procedures and Checklists
- Verifying the daily work requests, clearing the issues on projects, sending the update mails to the client operating office on a daily basis. Coordinating with clients and counter parties operating office for the workflow and the feedback
- Part of all ad-hoc projects and escalation handling.

M.A. NARASIMHAN & Co
Chartered Accountants
Article Assistant

June 2019 – May 2022

- Responsible for Computation of income and filing tax returns of corporate entities, firms, trusts and individuals
- Preparation and finalization of Financial Statements based on Ind AS
- Responsible for Bank reconciliation of clients
- TDS payment and return filing
- ROC filing
- Tax audit
- Filing of GSTR annual returns (GSTR 9 & 9C)
- Drafting replies to the income tax relating notices of corporate entities, firms, trusts and individuals
- Maintenance of accounts in Tally.

Tools/Platforms

- Fund suite SX, Fund suite ARC
- Bloomberg
- Tally
- Win TDS, Win GST & Winman CA ERP
- MS office, MS-Excel & MS-Word.

Professional Skills

- Ability to work in a team structure
- Adaptable and Agile, Receptive & Resourceful
- Ambitious & Mindful
- Focused and goal driven with strong work ethics, flexible to work under pressure.

Achievements

- Awarded for best performance, Commitment and dedication within 3 months of joining
- Received shout outs from On-shore team for achieving 100 per quality.

Education

C.A. IPCC (Group 1) - The Institute of Chartered Accounts of India
C.A. CPT - The Institute of Chartered Accounts of India
B.COM - M.E.S. Degree College with 68.75%
PUC - M.E.S PU College with 86.5%
SSLC - Stella Maris High school with 82.40%

Personal Details

Date of Birth	02/06/1997
Father's name	N.Chitti Babu
Gender	Female
Marital Status	Single
Nationality	Indian

Language Known

- | | |
|-----------|-----------|
| • English | • Kannada |
| • Hindi | • Telugu |

Declaration

I hereby declare that the information provided by me is true and correct to the best of my knowledge and belief.

Date:
Place: Bengaluru

Signature
(Lavanya C)