

Harneet Kaur

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Summary: The domains which has always enthralled me is financial consulting and research analysis. The experience with my first company set the backbone for me where I was working in Audit practice and did analysis for company's Balance Sheets, P & L and Cash Flows.

I have a MBA(Finance) with good knowledge of financial modeling, valuation techniques, analysis of financial statements.

Currently I am working with one of the top IT companies as Oracle Financial Consultant.

Looking forward for a long term career in research and consultancy domain where I can utilise my skills and be productive for the company. I would love to work to experiment and innovate on new roles where more analysis, commitment and passion is required.

Professional experience

Organization 1 - Infosys Ltd (Hyderabad)

Duration-May 2014 to Present

Total Experience (in Months) - 26

Designation-Senior Associate Consultant (Functional Finance)

Roles and Responsibilities:

Current Project: Working on a Support Project for a Finance Company. The Project covers the EBS Finance track with special focus on iExpense, iProcurement and GL modules. Working as a Team Lead and handle functional tickets related to different Finance modules.

Project 2: I worked on AR Module (Implementation in Oracle R12): Preparation of BR100 document for US/CAN which covered all the AR related setups while migrating data from 11i Instance to R12 instance. I performed US & Canada Instance Configurations during all the environments. This was the major task as it was the main framework for the client and was required to be done with utmost attention and concentration.

Additionally, I provided functional support on US & Canada Build and testing which involved preparing Business Requirement & Design Document and test case scenarios, performing functional testing and preparation of MD50 global solution documents for Cisco like Customer Returns, delivery of invoices, Restocking fee and Service Cancellation fee. I prepared the Business Research & Design document for effectively planning of the design stage of the project. I was also involved in doing root cause/best fit analysis for the test scenarios prepared for the client.

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Skills learnt:

- Knowledge of Data Load, Toad, Oracle SQL.
- Good excel skills, MS Office, Power Point.
- As a part of Infosys Training, I have undergone Oracle Financials training for 2 months which covered modules like GL, AR, AP, E-Tax, and preparing client presentations.

Organization 2 -Ernst & Young Pvt. Ltd (Gurgaon)

Duration-Aug 2010 to Dec 2011

Total Experience (in Months) -17

Designation-Advanced Audit Associate

Roles and Responsibilities:

I performed audit procedures on Cash, AR, and Inventory etc. for US based Clients. The basic work involved documenting and verifying the financial reports-10K, 10Q. I was also involved in preparing lead sheets and trial balance audit for the clients. I worked for 2 big U.S. clients with EY where I was the only resource for performing their tasks and my work was appreciated by both the clients. I worked on assignments relating to Service tax and Stock take for Indian Clients. In which I directly interacted with the client for audit procedures.

Achievements: Felicitated in Ernst & Young Pvt. Ltd for giving a “TURBO IDEA” which led to decrease in total time in which the tasks were originally performed and led to efficiency in work

Summer Internship

Organization: Bangalore Metro Rail Corporation, Bangalore

Title: A Project on Hedging and Property Development at BMRCL.

Area of Project: Finance

Project Description:

Project 1-Preparation of Hedging Policy document for BMRCL which could be used in case of foreign borrowings, as it was required for BMRCL to borrow loans from foreign banks like ADB, JICA to carry on their construction work.

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Project 2- Suggesting a mix of feasible options like Retail, Apartments, Hospitality, etc. to generate profits from a land parcel acquired by BMRCL but that could not be used for construction of Metro Railways.

Exposure: I was exposed to various risk management tools like forwards, futures and options and their applicability which could be used by the organization to mitigate currency risk. Also learnt how to protect from other risks like market risk, interest rate risk, and other risks which could lead to any fluctuations and all this information was captured in a document prepared for BMRCL which was very useful for them to decide and choose the correct tools for protecting the risk.

Learnt the usage of qualitative tool like SWOT analysis and quantitative tool like NPV in understanding the feasibility of any project and how can they act effective in any situation to decide about the possible options and choose the best project option.

Certifications:

edX Honor Code Certificate for Understanding the Federal Reserve (FED)

edX Honor Code Certificate for Financial Programming and Policies, Part 1: Macroeconomic Accounts & Analysis

Oracle Financials Cloud 2016 Pre Sales Specialist

Oracle Financials Cloud 2016 Sales Specialist

Educational Qualification

Qualification	Year of Passing	Institute	Board/ University	%Marks/ CGPA
PGDM (Finance)	2014	Autonomous	SDMIMD, Mysore	3.23(Out of 4)
B.COM(HONOURS)	2010	Delhi University	HANSRAJ COLLEGE	75
XII	2007	CBSE	ST. MARY'S ACADEMY	93.4
X	2005	CBSE	SOPHIA GIRLS HIGH SCHOOL	86

Extra-curricular activities

I worked as a Professional teacher in instaedu recognised by Chegg and provide coaching during free time for finance, accounting, economics to students.

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Socially Relevant Projects

SUMANA Society for Rural Development: Teaching children in SUMANA Vidya Kendra, Mellahali village for a period of 8 weeks. We used to take sessions for women giving them basic knowledge for their upliftment and employment and basic hygiene.

MAMATA Society of Infosys: I was a part of Mamata Initiative and was involved in teaching primary school students and involving them in cultural programmes.

Achievements/ Awards

- 2nd Topper in school in 12th standard with 99% in Maths and 97% in Economics.
- Runner up in Finance Event- Infinity at Tapmi Institute.
- Finalist in Christ College “Finance Event” in their management fest.
- Participated in a debate competitions organised in Sriram College of Commerce, Kirorimal College and Laxmibai College of Delhi University.

Positions of responsibility

- Member of Finncle (finance club of SDMIMD), which is involved in organizing various finance events at college.
- Debating Society Member (2007-2010) in Hansraj College.
- Member of Organising Committee during college fest “Vanijya Utsav”.
- Member of Hospitality team during SDM fest Abhigyaan.
- Leader of the track sessions during the “International Finance Conference of SDM IMD.”
- Volunteer during International Symposium held in college.

Personal details

Date of Birth - 02 August 1988

Gender -Female

Marital Status -Married

Permanent Address -Pawan Dham, Near Shiv Mandir, Naveen Nagar, Saharanpur, U.P.- 247001

Languages Known -English, Punjabi, Hindi (Read & Write)

Name: Harneet Kaur

Date: July-7-2016