

NIKITA KAPOOR

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CAREER SUMMARY

A highly personable, competent and team-spirited professional offering **2+ years** of experience in **Audit of Financial Statements, Financial Analysis, Internal Controls Evaluation and Team Management in diversified industries.**

- ✔ Demonstrated outstanding performance in conducting and executing audits as well as developing and implementing auditing systems, policies & procedures
- ✔ Expertise in Finance Operations, extensive experience in operations management with exposure to all facets of operations
- ✔ Thorough understanding of International Auditing Standards
- ✔ Special proficiency in conducting and reviewing Statutory Audits as per Standards on Auditing
- ✔ Extended expertise in the preparation, review and analysis of financial statements
- ✔ Good experience in managing reconciliations, analyzing of income statements, statement of financial positions & cash flow forecasts, budget variances, evaluating & improving compliance and supervising audits
- ✔ Proficient in documenting, evaluating & testing systems and controls in adherence to the assigned policies and procedures
- ✔ A keen analyst with exceptional client relationship management & negotiation skills
- ✔ Successful in leading corporations through turnaround and fast-track growth as part of Top Management team. Tolerant, soft and firm with excellent communication and interpersonal skills

COMPETENCY MATRIX

~ Auditing ~ Finance ~ Testing & Reporting ~ Data Analysis & Interpretation ~ Internal Control Evaluation ~ Quality Review ~ Good Analytical Skills ~ Executive Leadership ~ Business Solutions ~ Strategic Planning ~

CAREER HIGHLIGHTS

- ✔ Received Kudos Award for consecutively two quarters for delivery quality audit deliverables

EDUCATIONAL CREDENTIALS

- ✔ Pursuing **MBA (Banking & Finance)** from NMIMS
- ✔ **Bachelor of Commerce** from Delhi University in 2020 **with 70.5%**
- ✔ **12th (CBSE)** from St Anthony's Girls Senior Secondary School in 2017 **with 94.3%**
- ✔ **10th (CBSE)** from St Anthony's Girls Senior Secondary School in 2015 **with 83.6%**

COMPUTER SKILLS

- ✔ SQL
- ✔ ALTERYX

WORK EXPERIENCE

GRANT THORNTON
Senior Associate

(Jan'23 – Present)

- ✔ Instrumental in performing and reviewing various audit procedures for foreign and Indian clients including je testing as a primary focus
- ✔ Working on Restructuring of a Listed Steel manufacturing concern
- ✔ Involve in monitoring Cash Flows benchmarked against the budget
- ✔ Advising on management of working capital through monitoring of purchases (Capex and Opex) vis-à-vis cash flow forecast
- ✔ Responsible for testing and reporting on internal controls of the company
- ✔ Highlighting of major gaps and providing solutions to the management
- ✔ Accountable for optimization of operating cycle through review of current operations vis-a-vis operating cycle
- ✔ Reviewing Sales and Collections with analysis and monitoring of aged debtors and creditors

KPMG (BSR AND CO LLP)
Audit Assistant

(Jul'21 – Jan'23)

- ⑦ Assisted in statutory and interim audit of private and public listed companies by conducting routine substantive and control based procedures
- ⑦ Held responsible for test of details, test of controls and verification of statutory dues
- ⑦ Accountable for roll forward of financial statements
- ⑦ Responsible for floating confirmations and their subsequent reconciliation with books of accounts and bank reconciliation statements ⑦
Worked on specialized software like eaudit, idea and Klara
- ⑦ Efficiently worked on newly launched tools by the organization
- ⑦ Effectively prepared form 3CB-CD
- ⑦ Worked in Global delivery center (GDC) of KPMG during secondment. It includes performing sampling and other testings for US based clientele
- ⑦ Worked with Center of Excellence (COE) which is a new team in KPMG along with data specialists to implement Klara methodologies to the firm
- ⑦ Had US audit secondment experience on various engagements