

Unika Malik

CA, B. Com

ABOUT ME

A Chartered Accountant with almost 3 years of post-qualification experience, currently working as a **Senior in EY GDS** and earlier as an **Assistant Manager in Deloitte Haskin & Sells**.

IT & PERSONAL SKILLS

- Working proficiency in Microsoft Excel, MS-Word, and MS- PowerPoint
- Hands-on experience of working with ERPs like Tally and SAP
- Self-motivated & Quick learner
- Analytical & Leadership Skills
- Flexibility & Multi-tasking
- Pressure Handling & adaptable

ACHIEVEMENTS &

EXTRA CURRICULAR

- Handled the recruitment in Management consulting firm from past 6 years.
- Elected as **Team representative** for Deloitte Employee Giving Program (DEGP) to raise funds for the NGOs.

- Receive Excellence Academic Performance in Class 12th.
- Stood at **2nd position** in academics of

B.com batch (2015-18) DAVV College.

CONTACT



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WORK EXPERIENCE

EY GDS | October 2023 – Present

Senior Auditor

- Review of Planning, Substantive, conclusion work papers of Non FS US New jersey Market clients.
- At Senior level handled critical areas in audit prone to ROMMS.
- Familiar with Various EY GDS Audit Tools, EY Canvas.
- Handling Audit team and coordinating with Onshore team for Timely deliverables.

Deloitte Haskins & Sells | May 2022 – September '23

Assistant Manager, Statutory Audit division

- **Planned several assignments** including risk assessment, understanding the business, performing test of controls, reporting on internal financial control and preparation of audit strategy.
- **Finalized and audited the financial statements and ensured compliance** of the relevant Accounting Standards and other statutes/regulations.
- **Areas handled and work experience:** Fixed assets; Leases; Trade Receivables; Inventory; Cash & cash equivalents; Borrowings; Trade Payables & provisions; Revenue and Other Operating Income; Employees Benefit Expenses; Operating Expenses, Related party transactions; Secretarial and other areas.
- Performed detailed **variance analysis and analytical review** of critical areas in Balance sheet and income statement to gain an in-depth understanding of entities financial statements and operations.
- **Acted as field senior**, where guided the team members at regular intervals towards efficient and quality execution of work.

Sunil Saraf & Associates | August 2018 – September 2020

Audit Assistant

- Assisted in Statutory Audits of Khaitan Chemical & Fertilizers Limited, a listed entity covering Limited Reviews, Interim Audit and Statutory Audit.
- **Preparation and Finalization** of Financial Statements, Income tax returns & Tax audits.
- Prepared **deliverables** like LR report, Audit report (including CARO and IFC) and presentation for Audit Committee meeting.

MAJOR CLIENT'S

- Xebia IT Architects India Pvt. Ltd.
- Delhivery Ltd.
- Hero MotoCorp Ltd.
- GE India Industrial Pvt. Ltd.
- Zomato Ltd.

EDUCATION

INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA (ICAI)

Chartered Accountancy

- Both Groups (Dec-2021) - 52.4% (Exemption in SFM, RM and IDT)

DAVV (University) | July 2015- May 2018

- B.COM – 7.5 CGPA

S.I.C.A School (CBSE) | April 2014- May 2015

- Higher secondary - 88%

