

NIKITHA MANAOJ THOMAS

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EDUCATION

Indiana University, Kelley School of Business – Bloomington, IN

May 2026

Master of Science in Information Systems

- Graduate Assistantship: Awarded based on undergraduate academic achievement

Indiana University, Kelley School of Business – Bloomington, IN

May 2025

Bachelor of Science in Accounting and Digital Tech Management

GPA: 3.47/4.00

- Global Engagement Scholarship of \$44,000 over four years for academic excellence
- Direct Admit to Kelley School of Business due to previous academic achievements.

EXPERIENCE

Deloitte – San Francisco, CA

June – August 2025

- Prepare federal and state tax returns (Forms 1040, 1065, 565, 568) for partnership and private wealth clients, ensuring accuracy and compliance with current tax regulations
- Liaise with the California Franchise Tax Board to verify account statuses and initiate payment resolutions for client tax balances from 2021 onward
- Create over 40 dockets and transmittal letters for clients, each with multiple entities, ensuring accurate documentation and efficient workflow management across Business Tax Services and Multistate Tax departments

Sadik and Partners – Muscat Oman

June-July 2024

Intern

- Processed 50+ sales and 20+ purchase invoices across 12 construction projects, maintaining 100% accuracy and ensuring timely financial documentation for internal audits
- Contributed to project management meetings by evaluating cost strategies and aligning budgets with operational goals, helping reduce unnecessary expenditures across 3 major projects

Khimji Ramdas – Muscat Oman

June-August 2023

Intern at KR Digital

- Built a real-time dashboard in Power BI and Excel to monitor progress, risk status, and task updates across 60+ projects, improving project visibility and accelerating reporting turnaround by 40%
- Analyzed planned vs actual project budgets across all departments, identifying a 30% cost variance and flagging overspending trends that led to a corrective budget realignment
- Mapped resource allocation across high-priority projects, uncovering underutilization and enabling a 20% increase in efficiency by helping managers reassign workloads more effectively

LEADERSHIP

Residential Programs and Services – Bloomington, IN

May 2025

Residential Assistant

- Fostered an inclusive and supportive community for 52 residents, promoting safety, engagement, and well-being through proactive relationship-building
- Led orientation and transition programming for over 1,500 first-year students, enhancing their campus experience through targeted events and mentorship
- Counseled residents on academic and personal challenges, resolving 25+ conflicts and connecting students with appropriate campus resources

ACADEMIC PROJECTS

Agile-Based Front-End System Design (Project Manager)

April 2025

- Directed a 4-member Agile team as Product Manager to develop a responsive website prototype, managing two sprint cycles in Jira and ensuring all deliverables met sprint goals and deadlines
- Created UML diagrams (Use Case, Class, and Sequence) from a business case transcript using Visio, enabling clear communication of system requirements and functional processes
- Built front-end interface using HTML, CSS, and Bootstrap; presented final prototype to faculty, demonstrating full functionality, stakeholder alignment, and iterative development process

TECHNICAL

- Data Analysis & Visualization:* Advanced Excel, Tableau, Power BI, SQL
- Programming:* Python, HTML/CSS

ADDITIONAL

Fluent in Malayalam | Scuba dive | Travel: Middle East | Sudoku Enthusiast | Baking | Dance