

AKSHAY VASHISTHA



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27th May 1999

OBJECTIVE

Secure a responsible career opportunity to fully utilize my training and skills while making a significant contribution to the success of the company.

EXPERIENCE

Management Trainee | Housing and Urban Development Corporation Ltd.

11/2020 – ONGOING | 📍 Corporate Office, Lodhi Road, New Delhi

- Managed, Evaluated & Analysed the various bidders during the E-Tender process of appointment of ECL Consultant of HUDCO.
- Managing Loan accounts of government agencies.(Special Request on appropriation, curtailment, deferment, change in rate of interest).
- Handling various project loans (Loan sanction, loan release and its recovery).
- Reviewing the principal & interest loan schedules, with the help of Loan cards, ledgers, default report etc.
- Preparation of Journal Voucher through accounting software (Oracle based Holfin).

Finance Trainee | Bharat Heavy Electricals Ltd.

05/2019 – 02/2020 | 📍 Noida

- Assisted in checking of Project Engineering Report
- Work experience in ERP (Ramco E-application Pulse)
- Checking of various documents viz like Vendor Invoice, MDCC, LR, Packing list, Insurance, Checking of Delay analysis for LD calculation on the basis of Purchase order-viz preparation of payment voucher.
- Checking of Input Credit from GSTR-2A & matching thereon.
- Data entry/presentation as per need.
- Compilation of details for GST Returns.
- Reconciliation of GST booked on Tour's tickets from GSTR-2A checking of various documents related to employee's official tour to sites.

EDUCATION

- **M.Com (MA & FS) | Indira Gandhi National Open University**
01/2021 – ONGOING
- **CMA | Institute of Cost Accountants of India**
12/2020 | 64.9% | FIRST ATTEMPT
- **B.Com (H) | University of Delhi**
2016 – 2019 | 51.17%
- **Senior Secondary School | Central Board of Secondary Education**
2016 | 70.4%
- **Higher Secondary School | Central Board of Secondary Education**
2014 | 66.5%

CERTIFICATES

- **APAC Investment Banking Virtual Reality Intern Experience | Citi (Forage).**
- **Information System for Auditing and Cost Management | ICAI 100-hour Course of Study in Information Technology.**
- **Industry-Oriented Training Programme / ICAI Industrial exposure in various fields of accounting.**

SKILLS

- **Software proficiency**
- **Teamwork Skills**
- **Microsoft Office Skills**
- **Time Management**
- **Accounting and Management**

INTERESTS

- **Photography**
- **Music**