

Samiksha Dwivedi

Professional Summary:

Results-driven finance professional with over one year of experience in the e-commerce industry and a proven track record of excellence. Adept at working in fast-paced environments and skilled in communication, team management, and handling diversified tasks. Recognized with two awards for exceptional performance at Amazon India Pvt. Ltd. during my tenure as an Industrial Trainee.

Education:

- Chartered Accountant (CA), Institute of Chartered Accountants of India, Dec 2021
- B.Com, Delhi University, 2014-2017

Skills:

- **Statutory Audit:** Proficient in IND AS, FDR workings, BRS, and compliance
- **Credit Line Management:** Expertise in SOP, fund management, and month-end reporting
- **Internal Audit:** Experience in setting up processes and controls for major processes
- **Superpowers:** Strong communication, team management, and adaptability to diverse tasks

Work Experience:

Industrial Trainee, Amazon India Pvt. Ltd., Bangalore, India (04/2020 - 04/2021)

- Supported accounts payable and month-end activities
- Assisted in inventory management and auditing
- Delivered audit requirements and addressed queries
- Contributed to automation and process improvements

CA Article, Khandelwal Jain & Co., Asija & Associate, New Delhi, India (03/2018 - 03/2020)

- Team lead for GST consultancy and filing of returns for Oriental Insurance (Delhi Branch)
- Participated in secretarial, project, and market discipline audits for major clients
- Assisted in tax audit report preparation for various clients

Current Role:

Financial Analyst, Cocoblu Retail Ltd. (Rattan India Enterprises)

- Managing end-to-end borrowings, accounting, and closure with audit and compliance
- Heading internal audit projects and setting up processes and controls for vendor financing, payments, and inventory management