

## Summary

Proactive compliance and financial analysis professional with experience at Total Energies and CA Firm Rama. Skilled in due diligence, regulatory compliance, and financial transaction verification. Holds a Bachelor's in Accounting & Finance with certifications in financial analysis. Proficient in Tally, MS Excel, and financial reporting. Passionate about finance and equity markets.

## Experience

**Total Energies** Mumbai  
December 2023 – June 2024  
**Intern – Compliance & Internal Control**

- Maintained and updated economic sanctions tracker to ensure regulatory compliance.
- Contributed to due diligence processes for high-profile deals involving multinational companies with minimum deal values of 16 crore.
- Conducted comprehensive due diligence, including document verification and code of conduct review.
- Performed extensive vendor searches to identify legal, financial, and ethical issues.
- Assessed and analysed risk factors associated with vendors and potential business partners.
- Collaborated with legal and compliance teams to ensure adherence to regulatory standards.
- Prepared detailed reports outlining findings and recommendations.
- Stayed abreast of evolving regulatory requirements and industry best practices.
- Executed internal control measures, including bank statement audits and maker-checker roles.
- Enhanced internal processes through collaboration with cross-functional teams.

**RAMA – CA Firm** Mumbai  
September 2023 – December 2023  
**Junior Analyst**

- Conducted thorough vouching and verification of financial transactions, ensuring accuracy and compliance.
- Compiled and generated monthly reports detailing financial activities and key performance indicators.
- Played a pivotal role in checking and validating invoices, ensuring adherence to accounting standards and company policies.
- Conducted comprehensive reviews to verify accurate application of tax deductions and compliance with tax regulations.

## Education

**Bhartiya Vidya Bhavans Hazarimal Somani College** Mumbai  
Bachelor of Accounting & Finance 2023  
(Project – Study on UPI)

**New English School & Junior College** Mumbai  
HSC 2020

**New English School & Junior College** Mumbai  
SSC 2018

## Certifications

- Reading Financial Statements, Corporate Finance Institute (CFI)
- Private Equity & Venture Capital, Coursera
- Course on Computer Concepts
- Research Analyst (XV), NISM (Pursuing)
- Financial Modelling (Beginner)

## Skills & Interests

**Technical:** Tally, MS Excel, Google Sheets, MS Office

**Interests:** Finance, Equity Markets