

# ANKITA RAY

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## SUMMARY

MBA graduate specializing in Finance with hands-on experience in financial reconciliation, reporting, and data analysis through an internship at Pantaloons. Skilled in financial management, budgeting, and investment analysis with strong analytical and problem-solving abilities. Detail-oriented and dedicated to leveraging financial expertise to support data-driven decision-making and drive organizational growth.

## PROFESSIONAL EXPERIENCE

- Finance intern** 01/05/2024 – 30/06/2024  
Aditya Birla Fashion and Retail Ltd - Pantaloons
- Performed invoice verification, expense checking, and financial reconciliations to support internal audits.
  - Assisted in the preparation of financial reports.
  - Analyzed billing and transaction data to identify discrepancies and ensure accuracy.
  - Coordinated with cross-functional teams to maintain compliance and financial control.
  - Gained exposure to retail sector accounting processes and internal control systems.

## EDUCATION

- MBA, Finance** 2023 – 2025  
Globsyn Business School  
64.00
- B.sc, Botany, Zoology and Chemistry (BZC)** 2020 – 2023  
The University of Burdwan (Bardhaman)  
73.2
- 12th, Science** 2018 – 2020  
Sehara Bazar C. K. Institution  
76.00

## Skills

- Financial Analysis & Reporting
- Audit Support & Compliance
- Basic Accounting Knowledge
- Microsoft Excel (VLOOKUP/XLOOKUP, Pivot Tables, IF functions)
- Financial Reconciliation
- Team Collaboration
- Analytical & Problem-Solving Skills
- Attention to Detail

## Languages

- English
- Bengali
- Hindi

## Certificates

- Advanced Excel