

# VARUN RAJ SINGH

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#318-319, Sector 40, MIG Flats, Moti Nagar, Chandigarh Road

Ludhiana (141010) Punjab

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Date:

To,

**HR Manager Team**

Respected Sir/Mam

I am submitting here with my resume for your perusal and favourable consideration for the post of “” in your organization.

Review of my credentials indicates that I am **Master of Business Administration (MBA – Finance & Banking)** from Lovely Professional University, Phagwara, Punjab.

With sound communication and interpersonal skills, my self – confidence, innovative approach and quick adaptability to changing processes and trends have been my biggest assets.

I am seeking a challenging job that would synergize my skills and experience with the objectives of the organization.

The above credentials along with my enclosed resume make me ideally suitable for a position in your organization. I would appreciate an opportunity for an interview.

Thanking you in anticipation of a favourable response.

Yours sincerely

**Varun Raj Singh**

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## OBJECTIVE:

To work in an environment, which gives an opportunity to grow, learn, share and apply knowledge to enhance my competency that form a symbiotic relationship with the goal of the organization.

## PROFESSIONAL PROFILE:

Professional with a **master's degree in finance** from Lovely Professional University, Phagwara, Punjab. zeal to learn new concepts quickly and apply innovative ideas for achieving best results. Strong communication, Goal oriented, Quick Learner, Hard worker& Dedicated, Driving And analytical skills.

## Completed internship at —

### CHARTERED ACCOUNTANT FIRM

MAY'22 - JUL'22

#### **S.A.A.R & Associates | Ludhiana, IN**

- Handling day to Day cash Inflow and Outflow
- Journal entry of expenses and incomes.
- Accounting and auditing
- Verification of Purchase and Sales Bills

### TEXTILE FIRM

JUN'23 - JUL'23

#### **Vardhman Textiles | Ludhiana, IN**

- Asset Capitalization
- Insurance policies
- GST
- Verification of sales books

## EDUCATIONAL PROFILE:

- **BCom MBA integrated** Apr '20 - July'24  
Lovely Professional University | Phagwara, IN CGPA 7.3
- **Intermediate** Jun '19 - Mar '20  
DCM Presidency School | LUDHIANA, IN  
CGPA 7.1

## **TECHNICAL PROFICIENCY:**

- MS Excel
- MS PowerPoint
- Data Visualization
- Financial Modelling
- Leverage Buyout
- Merger & Acquisition Modelling
- Startup Valuation Modelling
- MS Office

## **Certifications:**

- Excel in Business Course | Coursera| Dec '22
- Visualizations With Tableau | Coursera| Nov '22
- Organizational Behaviour |Coursera| Nov 22
- Completed training Programme course of Financial Analyst from “Sovereign Institute of Professional Training” duration of 45 days

## **EXTRA CURRICULUMACTIVITY:**

- Working as Assistant Manager in Tachyons Organization, in LPU and handled the Financial Planning and Event Management | LPU | November 2023
- Participated in 'Udaan 5.0' an event organized by Tachyons| LPU | February 2022.
- 'Dare To Speak' | Lovely Professional University | Feb' 22
- Participated in 'MakeMyCareer' an event organized by WNS, December 2021.

## **PROJECT UNDERTAKEN:**

### **Financial Reporting Analysis**

- Analysed and interpreted financial data using the Report of Dabur Industries Ltd to identify trends in assets, liabilities, income, and expenses and to provide insight into the company's financial performance using Ms. Excel. | Sep '22

### **Leverage Buy Out Modelling**

- Evaluated the Value of the firm and its profitability by analysing the trade-off between the risk and return and considering the leverage and capital structure of the Firm using Ms. Excel. | Sep'22

## **ADDITIONAL INFORMATION:**

Date Of Birth	: 15 <sup>th</sup> May 2002
Nationality	: Indian
Marital status	: Single
Father's name	: Brijesh Kumar
Linguistic Ability	: English, Hindi, Punjabi