

# Unnati Sharma



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## Management Student

Management student looking to seek opportunity in the field of finance domain, Ready to work alone or as a part of the team. Quick learner and ready to relish any challenge. Seeking an opportunity to grow my skills and gain experience to drive positive change in the organization.

## Skills:

Microsoft Office	GST	Stock Management
Tally Prime	TDS	HIS Tree
Power BI	Bank Reconciliation	Event Management

## Professional Experience

Epitome Kidney Urology Institute and Lions Hospital (Unit of Integrated Kaidney Solution Pvt. Ltd. ) June 2024 - August 2024  
Finance Intern

- Utilized Tally Prime for various financial operations, including:
  - Booking revenue and managing cash collections
  - Handling credit receivables and bank reconciliation
  - Recording expenses and vouchers filling
  - Purchase Process and Booking.
- Ensured accurate and timely financial record-keeping
- Assisted in streamlining financial processes and improving efficiency
- learned Tax Calculation Process .

Guby Rogers Online June 2022- August 2022

Possess 3 months of internship in Guby Rogers as a campus representative for creating awareness among people towards entrepreneurship.

## Education Background

### Masters of Business Administration

Finance and Operations 2023-2025  
Rukmini Devi Institute of Advanced Studies

### Bachelors of Art

Gargi College, University of Delhi 2019-2024  
CGPA- 7.909/10

### Senior Secondary, Commerce

Saraswati Vidya Mandir Ghaziabad(CBSE) 2018-2019  
Percentage:- 90.5%

### Secondary

Saraswati Vidya Mandir Ghaziabad (CBSE) 2016-2017  
Percentage:- 10 CGPA

**Certifications:**

- Leadership and Team Effectiveness
  - Learn and Master the Basic Finance
  - Business Intelligence Using Power BI From EY
  - Applied Business Analytics from KPMG
  - Digital Marketing from NPTEL
  - Certificate of coordination in Ideathon 2.0.
  - Certificate of coordination in MUN 4.0
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**Achievements:**

- Secured 1st Position in The Great Indian Constitution Quiz;
  - Awarded 3rd Position in Ideathon – Business Plan Competition;
  - Participated at Ideathon 3.0 & 4.0;
  - Selected for Business Plan Presentation under the ATAL Incubation SPARK Program;
  - Won 1st Position in Tug of War, Achieved 2nd Position in Volleyball & Secured 1st Position in Basketball at the Annual Sports Meet "Spirit-2023".
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**Projects:**

- Analyzing Working Capital Efficiency: A Comparative Study of FMCG Industries
  - Effect of Internal Audit Practices on Financial Management: Insights from Epitome
  - A study on Determinants of Capital Structure: Insights from the Automobile Industry.
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**Publication:**

- Effect of Internal Audit Practices on Financial Management: Insights from Epitome  
Cite: <https://mbajournals.in/index.php/JoBEC/article/view/1522>
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