

# Harshita Chakravaish

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## SUMMARY

Results-driven BBA graduate with practical exposure to financial analysis, budgeting, forecasting, and equity research. Skilled in Excel, Power BI, and PowerPoint for financial modeling, reporting, data visualization, and presentation design. Known for strong analytical thinking, adaptability, and a proactive approach to solving business challenges.

## SKILLS

- **Software Tools:** MS Excel, MS PowerPoint, Power BI, MS Office, Tableau, Capital IQ, Factset
- **AML & KYC Awareness:** Understanding of AML and KYC, Regulatory Guidelines (RBI, SEBI, FATF), Awareness of PEP & Sanctions Screening, Fraud Detection & Risk Assessment Basics
- **Financial Modelling:** Financial Statement Analysis, Ratio Analysis, Budgeting & Variance Analysis, Basic Accounting
- **Soft Skills:** Negotiation Skills, Result oriented, Hardworking, Attention to Detail, Analytical Thinking, Problem-Solving

## EDUCATION

### Jaypee Institute of Information Technology

Bachelor of Business Administration

2022 - 2025

Noida

- **GPA:** 8 CGPA
- **Coursework:** Financial Statement Analysis, market analysis, Portfolio Management, Strategic Management, Digital Marketing

## WORK EXPERIENCE

### The Work In Progress

May 2024 - Jul 2024

Financial Analyst

Delhi

- Assisted in preparing financial reports, variance analysis, and performance dashboards to support internal reviews.
- Conducted reconciliation of data entries and maintained updated ledger documentation using Excel.
- Created financial pitch decks, internal reports, and summaries using PowerPoint and Excel to support senior management in budgeting and campaign analysis.
- Collaborated with internal departments to support financial operations and reporting accuracy.

### Marquee Equity

Jul 2023 - Sep 2023

Financial Analyst Fellowship

Remote

- Conducted financial statement analysis, identifying key trends in revenue and expenses
- Assisted in budgeting, forecasting, and variance analysis for multiple departments
- Contributed to financial due diligence by compiling cost data, cash flow summaries, and operational benchmarks
- Collaborated with companies to identify and connect with the most relevant investors for their capital raising efforts.

### Seva Group Foundation ( NGO)

Finance and Fund Management Intern

Kanpur

- Tracked fund utilization and compiled monthly expense statements for donor reporting.
- Maintained financial logs and organized supporting documentation for audit readiness.

## PROJECTS

### Equity Research

Zomato

- Assisted in data collection and prepared summary reports using Excel and PowerPoint.
- Conducted SWOT analysis and industry comparison to evaluate Zomato's market position and revenue model.
- Performed financial statement analysis, focusing on net revenue growth, ROE, using historical and projected data

## CERTIFICATION

- **AML/KYC Beginner Courses:**Udemy
- **Ms - Excel (Internshala):**Internshala
- **Financial Modeling and valuation:**Internshala
- **Quantitative Research:**JPMorgan Chase & Co
- **Market Research:**Alison

## EXTRACURRICULAR

### Marketing Club

Head of Management

- Led development and delivery of student-led marketing initiatives, integrating branding strategy, content planning, and event promotion to increase campus engagement and experiential learning.