

Gaurav Gupta

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Career Objective

A results-driven and detail-oriented BBA graduate with foundational exposure in finance and consulting through internship engagements. Eager to secure an entry-level opportunity in a reputed organization, where I can leverage my analytical acumen, ethical discipline, and team-centric approach to drive value creation, process efficiency, and sustained organizational growth.

Scholastic Record

Trinity Institute of Professional Studies (IP University)

DELHI

Bachelor of Business Administration (BBA) | 71.25%

2022 - 2025

MCL Saraswati Bal Mandir Sr Sec School (CBSE)

DELHI

Class XII | 80%

2022

MCL Saraswati Bal Mandir Sr Sec School (CBSE)

DELHI

Class X | 60%

2020

Experience

INSPIRE CONSULTANTS

DELHI

Finance & Marketing

02 Months

- Assisted in the analysis of financial data for 10 **client portfolios**, contributing to reports used in **financial decision-making processes**.
- Supported the development of 3 **financial models** that improved forecasting accuracy by **15%** for client advisory services.
- Contributed to budgeting and forecasting efforts that identified opportunities for **5% cost savings** across multiple client projects.
- Assisted in organizing 2 **marketing events**, attracting over **100 attendees** and generating **10 new client inquiries**.

SUMIT YASHPAL & ASSOCIATES

DELHI

Finance & Accounts Trainee

06 Months

- Assisted in the **preparation** and **finalization** of **financial statements** in accordance with applicable accounting standards and statutory compliance norms.
- Compiled** and **analyzed** daily, monthly, and quarterly **financial reports** to support internal reviews and client reporting requirements.
- Generated **E-WAY bills** for **goods movement** under GST framework, ensuring adherence to current tax regulations.
- Executed **systematic data entry** and **reconciliation** of invoices, bank transactions, and ledger accounts using **Tally Prime 9**.

Research Projects

- A Study on Marketing Strategies of JIO Company
- Analyzing the Role of Social Safety Nets in Improving Livelihood in Rural Areas
- Ongoing Research on Anti-Money Laundering (AML) Frameworks

Certifications

- SEBI Investor Certification Examination from National Institute of Securities Market (NISM) - Approved by SEBI
- Business Environment - Swayam NPTEL (A Govt. Initiative)
- Scientific Writing in Health Research from ICMR- National Institute of Epidemiology.
- Business Analyst Certification – Agile Enterprise Coach
- Microsoft Excel Course – Udemy
- Advanced Program in Business and Entrepreneurship – MTF Institute of Management, Technology and Finance
- Anti Money Laundering (AML) Insights for Financial Security – Udemy
- Complete SQL Bootcamp – Udemy
- IBM SPSS Statistics – MTF Institute of Management, Technology and Finance

Events

- Participated in Two Day National Colloquium on Union Budget in 2024
(Hosted by Dr. Deepali Dixit, Deputy General Manager, Securities Exchange Board of India, SEBI)
- Entrepreneurial Insights By: Ashneer Grover (Founder Of BharatPe) & Aman Gupta (Co-Founder & CMO of boAt Lifestyle)

Skills

• Microsoft 365 (Word, Excel, Powerpoint)	• Marg ERP 9+
• TallyPrime	• Goldmine Software

Strengths

• Determined and dedicated	• Time Management
• Team Player	• Adaptability

Interest & Hobbies

• Photography	• Travelling
• Movies	• Basketball

Language Proficiency

• English	• Hindi
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