

Jaspreet Kaur

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SKILLS

- **Tools/Platforms:** MS-Excel, MS-Word, PowerPoint, Canva
- **Power Skills:** Team work, Adaptability, Collaborative, Communication Skill, Time management

INTERNSHIP

• Punjab & Sind Bank

Jun '2024 – Jul '2024

Finance Intern

- Analyzed financial documentation to validate eligibility of customers and bank policies
- Processed account opening forms, loan applications and other paperwork
- Collaborated with department to smooth application process and improve workflow efficiency
- Helped in organizing customer engagement activities to improve relationships
- Coordinated communication between clients and the bank, ensuring timely and efficient resolution of queries and issues

PROJECTS

• Security Analysis and Portfolio Management | LPU

Jan '2025

Invested in 10 different industries to balance risk while managing a 20-lakh virtual portfolio

Conducted weekly market analysis and adjusted stock holdings through buying and selling the stocks

Applied techniques like sector analysis, stock performance evaluation, and portfolio management

Monitored portfolio to evaluate gains and losses, improve financial results

• Financial Statement and Ratio Analysis | LPU

Sep '2024

Performed in-depth analysis of the firm's income statements, balance sheet, and statements of cash flows to make good investment decisions

Calculated and interpreted key financial ratios to identify potential risks, opportunities, and areas for improvement

Developed financial models to predict future performance and provided data-driven investment recommendation

CERTIFICATES

- Finance for Non-Finance Professionals – Coursera
- Introduction to Corporate Finance – Coursera

Jan '2025

Dec '2024

EDUCATION

• Lovely Professional University

Phagwara

Master of Business Administration – Finance; CGPA: 7.82

Since Aug '2023

• CH. MRM Educational Institute

Nirwana, Rajasthan

Bachelor of Science-Physics, Chemistry and Mathematics; Percentage: 70.83%

Jul '2018–Oct '2021

• Indira Memorial Senior Secondary School

Ridmalsar, Rajasthan

Science; Intermediate Percentage: 76.60%

Jul '2017–May 2018

• Bharat Model Senior Secondary School

Ridmalsar, Rajasthan

Percentage: 81.17%

Jul '2015–Aug '2016