



Name: Diya Rautela

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Contact: 8791491699

Date of Birth: 02/07/2003

LinkedIn:



EDUCATION

| Year | Course | School / College, City | Percentage |
|-------------|---|---|-----------------------------|
| 2024 – 2026 | PGDM (Finance and Business Analytics) | Graphic Era University, Dehradun | Pursuing 3rd Sem CGPA- 8.65 |
| 2020-2023 | B.com (Hons.) | Indira Priyadarshini Govt Girls Commerce PG College, Haldwani | 79% |
| 2023-2024 | Diploma in Professional Accounting and Taxation | Information Technology Development Agency (CALC),Haldwani | 78% |
| 2020 | XII Standard (Commerce), (CBSE) | Gurukul International School, Haldwani, Nainital | 88% |

SUMMER INTERNSHIP

Aug 2025 to Oct 2025

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| Zetheta Algorithms Private Limited (Debt Investment Banker) | <ul style="list-style-type: none"> Gained practical exposure to debt investment banking with simulations and financial projects. Learned precision in pitchbooks — formatting, accuracy. Enhanced Excel proficiency for financial analysis and data-driven decision making. Analyzed macroeconomic indicators (interest rates, inflation, fiscal policy) and their impact on debt capital markets. Analytical Thinking – breaking down complex financial data into actionable insights. |
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CERTIFICATE COURSES

- EY Audit (2025)
- Data Analyst (2025)
- Bank of America Investment Banking Simulation (2025)
- Financial Modeling and Fundamental Analysis (2025)

TECHNICAL SKILLS

- Programming:** Python (Intermediate), SQL (Intermediate), Tally Erp
- Data Analysis & Visualisation:** Advanced Excel, PowerBI(Intermediate), Financial Modelling (Intermediate).
- Software & Tools:** Microsoft Office Suite.

POSITIONS OF RESPONSIBILITY

- Volunteer in Graphic Era Socially Responsive Club, GEU.
- Member of Finance and Investment Cell, GEU.

SOFT SKILLS

- Time Management
- Active Listening
- Communication and Interpersonal skills
- Team Work
- Analytical Mindset
- Attention to detail