

Pooja Bhatt

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CAREER SUMMARY

An aspiring finance professional with a PGDM in Finance from FIIB Delhi. I am adept at **financial analysis**, applying core principles to manage and solve intricate financial tasks. I possess a **strong command of data-driven methods** using tools like **Excel** and **Power BI**, with a foundational understanding of **SAP ERP software**, for analysis and problem-solving aimed at driving growth. Furthermore, I have **demonstrated collaboration** in managing diverse team initiatives to achieve impactful results. I am eager to contribute my skills and knowledge to a dynamic team.

EDUCATION

2024 - 2026 Post Graduate Diploma in Management Fortune Institute of International Business (FIIB)
2021 - 2024 Bachelor of Science Uttarakhand Open University

CERTIFICATIONS

Microsoft 365 by Grant Thornton | Financial Modelling & valuation by Grant Thornton | Corporate Financial Statement Analysis by NASBA

INTERNSHIP & EXPERIENCE

Finance Intern | Bharat Electronics Limited | Delhi | April 15 - June 30

- Gained a foundational understanding of the **SAP ERP software** by assisting with basic financial and procurement functions.
- Supported the end-to-end **purchase procedure**, from generating **purchase orders** to managing the billing and payment process.
- Assisted with the classification and documentation of expenditures, distinguishing between **capital expenditure (CapEx)** and **operating expenditure (OpEx)** to ensure accurate financial records.
- Contributed to financial operations by verifying invoices and ensuring correct billing procedures were followed.

Saukhyam Reuseable Pads | Delhi | January 2025

- Contributed to **SDG 3: Good Health and Well-Being** by addressing a critical public health issue. By promoting menstrual hygiene, I helped reduce the risk of infections and diseases.
- Helped promote an eco-friendly product, encouraging a shift away from 'use-and-throw' culture toward responsible consumption.

ACADEMIC PROJECTS

- Financial Performance and WACC Analysis
- Comparative Analysis of Public and Private Sector Bank
- Excel Dashboards: Built data-driven reports.
- Power BI Visualization: Built dashboards to track KPIs and analyze financial data efficiently.
- Financial Analysis of major IT firms
- Comparative Analysis of Mutual Funds

SKILLS

Technical: Financial statement analysis, Excel & Data Visualization (Power BI), Cash Flow Analysis, Ratio analysis, Financial Accounting, Reporting

Soft Skills: Problem Solving & Analytical Thinking, Team work & Leadership, Effective Communication & Active Listening, Adaptability & Flexibility

TOOLS

Power BI Beginner Level NVIVO Beginner Level SAP Beginner Level Microsoft 360 Advanced Level

POSITIONS OF RESPONSIBILITY

Member of Finance (FSE) at FIIB.

Volunteered with NGO (Saukhyam Reusable Pads)

Volunteered for Ranbhoomi (Intra college sports event)

Organized high profile events TEDxFIIB,