

ZOYA JAMIL

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SUMMARY

Aspiring finance professional with strong analytical and research skills, experienced in financial analysis, forecasting, and valuation. Skilled in Excel, Power BI, R Studio, and FAS for handling financial data, reconciliations, and reports. Able to analyse financial statements, and support data-driven decision making. Looking forward to opportunities to leverage finance focus and drive impactful results.

EDUCATION

2024 - 2026	Fortune Institute of International Business (FIIB) Post Graduation Diploma in Management	New Delhi, India
2020- 2023	Kamala Nehru College, University of Delhi Bachelor of Commerce	New Delhi, India
2018- 2020	Creane Memorial High School Higher Secondary Certificate (HSC)	Gaya, India

CERTIFICATIONS

- Corporate Financial Statement Analysis (NASBA)
- Excel for Corporate Finance Professionals (LinkedIn learning)
- Grant Thornton (Financial Modeling)

INTERNSHIP & EXPERIENCE

Intern | Engineers India Limited | New Delhi, India | April- June 2025

- Supported financial operations for LSTK infrastructure projects by assisting with vendor payments, billing reconciliation, and compliance documentation, using the **Financial Accounting System (FAS)** for recording and tracking transactions.
- Worked on taxation functions including GST and corporate tax documentation, ensuring compliance with government regulations.
- Contributed to internal audits and financial data compilation to enhance reporting accuracy and process efficiency.

Intern | Saukhyam Pads | Work from Home | January 2025

- Focused on promoting sustainable menstrual hygiene by researching reusable pads' benefits and addressing societal challenges.
- Created educational content, including presentations and video scripts, to advocate for menstrual equity and environmental sustainability (UN SDG 5).

Technical Recruiter | Workfall | Work from Home | April 2024– July 2024

- Responsible for end-to-end recruitment of software developers, including sourcing, screening, and interviewing candidates.
- Collaborated with hiring managers to understand requirements, develop recruitment strategies, and build a talent pipeline.

ACADEMIC PROJECTS

- **Portfolio Management & Risk-Return Analysis of Multi-Sector Stocks:**
Evaluated a diversified stock portfolio by analyzing Beta, Variance, and Sharpe Ratio to understand its Risk- Return performance and the impact of diversification.
- **Case Study- Financial Challenges & Strategies in Executing LSTK Projects:**
Worked on a case study to understand financial challenges in executing LSTK projects and suggested strategies to overcome them.
- **Financial Analysis- Asian Paints:**
Analyzed the annual report, carried out ratio analysis, and interpreted results to provide useful financial insights about the company's performance.

SKILLS

- Financial Skills: Financial statement analysis, Ratio analysis, Financial Modeling & Forecasting
- Soft Skills: Leadership, Team Collaboration, Problem-Solving, Communication, Project Management.

TOOLS

- Microsoft Excel | Power BI | R studio | Tally ERP- 9

POSITIONS OF RESPONSIBILITY

- Organized Meraki- The Business Battle, a business competition, where I managed planning and coordination.
- Volunteered for Beyond Labels: Towards Pride and Progress- Girl Up at FIIB.