

# AKANKSHA ARYA

Ambitious & hardworking individual with excellent relationship management skills and the ability to manage time effectively targeting challenging assignments preferably in **Delhi NCR**

✉ akankshaarya93@gmail.com  
✉ akankshaarya579@gmail.com  
☎ +91-9910322835  
☎ +44-7432002567

## Timeline



## Profile Summary

- Ambitious individual with a Post Graduate degree in International Business with knowledge of Quantitative Research Methods and Tax Planning
- Exposure in filing Tax Forms such as ITR-1 and ITR-2 along with Form-26AS
- Familiar with the process of compiling financial reports pertaining to cash receipts, expenditures and P&L along with preparation of financial pages for presentation to senior management
- Proficient in MS Office with substantial knowledge of Adobe Photoshop, STATA and other web applications
- Possess a go-getter attitude along with strong communication, coordination, analytical & networking capabilities
- Exceptionally well-organized with a track record that demonstrates self-motivation, creativity & initiative to achieve personal & corporate goals

## Academic Details

- M.Sc.(International Business) from Queen Mary University of London in 2018 (Dissertation Pending)
- B.Com. from Shaheed Bhagat Singh College, New Delhi with 63% in 2017
- 12<sup>th</sup> from Apeejay School, Faridabad with 81.2% in 2014
- 10<sup>th</sup> from Apeejay School, Faridabad with 7.4 CGPA in 2012

## Knowledge Purview

### Managerial Economics

### Quantitative Research Methods

### Cost Accounting

### International Business Strategy

### Applied Empirical Methods

### Corporate Accounting

### New Product Development

### Financial Management & Accounting

### Business Organisation & Management

## Internships

**Organization:** Price Waterhouse Coopers Private Limited

**Designation:** Business and Taxation Intern

**Period:** Jun'16 to Jul'16

**Scope:**

- Prepared ITR-1 and ITR-2 and retrieved Form-26AS
- Completed a certificate program in Tax Planning
- Assisted in creating and maintaining Excel templates for tax planning

- Assisted with tax computations in Excel and researching certain tax related issues
- Prepared tax returns, extensions, tax planning calculations and write-ups for all types of organizations, including individuals
- Finished training and was certified during PWC Global Independence Training

**Organization:** Art Of Living Foundation

**Designation:** Marketing Intern

**Period:** Jan'16 to Mar'16

**Scope:**

- Promoted the Art of Living Foundation's event World Culture Festival on Social Media
- Conducted a happiness survey in various parts of Delhi

**Organization:** Scan Networks Pvt. Ltd., Gurugram

**Designation:** Finance Intern

**Period:** Jun'15 to Jul'15

**Scope:**

- Made data entries into accounts and cash flow statements
- Compiled financial reports pertaining to cash receipts, expenditures and P&L
- Prepared financial pages for presentation to senior management

## Extracurricular Activities

- B.Com. Class Representative between Jul'15 and May'16
- Participated in National Cyber Olympiad and National Science Olympiad and various Dance Competitions
- Covered events for various other societies such as Environment Society of College
- Participated in numerous Photo walks to Lodi garden, Humayun tomb and other places while also being a part of societies such as The Indian Society, The Hindu Society, The Photography Society, The Start-up Society, The Shakespeare Society and College Photography Society
- Avid blogger with a Budget Travel Blog namely mytravelRead.wordpress.com

## Social Engagemnent

**Volunteer at Umeed Foundation, Gurugram**

**Period: Jul'14 to Jul'17**

**Exposure:**

- Gathered and analyzed cultural, educational, social and demographic data about the community to guide local program development
- Taught some slum students Basic English and mathematic
- Wrote various Essays and prepared a Research Report (Dissertation on E-commerce Trends)

## Certification

- Completed certification in "Market: Beginner's Module", which was an exam conducted by the National Stock Exchange (NSE)

## Workshop Attended

- Participated in a Women Defense Workshop in 2015, to raise awareness about crime against women Completed



## IT Skills

- Operating Systems
- M.S. Office: Word, Excel, Access, PowerPoint
- Adobe Photoshop
- Stata for PC

## Personal Details

**Date of Birth:** 16th May 1996

**Languages Known:** Hindi, English and French

**Address:** House No. 1019, Sector 14, Faridabad - 121007, Haryana