VED VAIDYA

(+91) 98210 12345 | ved.vaidya@email.com

FOCUS: BUSINESS ANALYST

Opportunity with an industry leader that will benefit from proven ability in

- ~ Risk Assessment and Analysis ~ Project Management ~ Report Preparation and Review ~
 - ~ Communication and Coordination ~ Data Validation and Documentation ~
- Result-driven, high-energy professional with experience in preparation and presentation of internal audit reports, auditing commercial loans' transactions, and working with C-level decision makers
- Possess an aptitude for understanding businesses' needs and working towards delivering valuable solutions
- Motivated team player with a passion for analysis and the ability to interact with a diverse population of people at a variety of organisational levels
- Quick learner with a keen eye for detail and the ability to work within aggressive timelines
- ♦ <u>Computer Skills:</u> MS Office Applications; <u>Languages Known:</u> English, Hindi, and French

PROFESSIONAL EXPERIENCE

DELOITTE INDIA, Mumbai, India (One of the 'Big Four' professional services firms.)

Nov 2013-Present

RISK CONSULTANT

- ♦ Independently prepare internal audit reports for clients' business functions such as marketing, business development, manufacturing, quality assurance, and cash cycle the reports are reviewed by clients and presented to senior management team of Deloitte
- Key Clients: United Nations Development Programme, Red Bus Company, ABC Plastics Company, and Alpine Foundation for the Advancement of Science

RSM ALBAZIE & Co., Kuwait

Jun 2013–Nov 2013

(Member of RSM network, the sixth largest network of independent accounting and consultancy firms.)

COMMERCIAL LOAN AUDITOR (contract)

- Reviewed reports of current and recently closed consumer and instalment loans, ensuring that, information was accurate and in compliance with Central Bank of Kuwait's regulations
- ♦ Important member of one of the most productive teams, auditing ~120 loans per day

PROTIVITI, Mumbai, India (Protiviti is a global consulting firm.)

Aug 2012–Sep 2012

INTERNAL AUDIT INTERN

- Authored a well-received report
- Successfully audited real estate companies and clients' anti-money laundering departments

OTHER EXPERIENCE:

- Multilingual Moderator and Community Manager, Emoderation Ltd., online work, 2010–Present
- Medical Records Clerk, Salam International Hospital, India, 2007

EDUCATION

Bachelor of Science (B.Sc.) ~ Business and Management Studies (2013) University of Salford, Salford, UK

<u>Other:</u> Setup and managed 'Business Abo', a non-profit consulting firm engaged in improving efficiency and implementing good business practices for micro and new businesses in India