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Delhi-110058

ARPIT MALIK

POST GRADUATE

## SUMMARY

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Willing to work for an Organisation where I could use my skills and abilities , for Achievement of Professional and Personal goals.

## INTERNSHIPS

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### Summer Intern

May '15 - Jun '15

#### D.D. MOTORS

Delhi

*Management Trainee*

Manage day to day Accounting work like Recording of Vouchers, Creation of Ledgers,Recording of the Financial Transactions in Tally, Recording of Client Data in Excel, Client Data Record and Assisting in making of the loan Schedule.

### Summer Intern

May '19 - Jun '19

#### S.K. VIJ AND ASSOCIATES

Delhi

*Associate*

Handling of Various operations like Registration Of Companies work , Filling of the E forms ,Preparing of HSN Wise Summary,Handling Clients Queries, Internal audit , GST Reconciliation.

## PROFESSIONAL EXPERIENCE

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### CXQO ASSOCIATE

Dec '20 - Apr '21

#### Amazon India Pvt Ltd

Delhi

*Amazon is one of the biggest giants on internet platform facilitating various services mainly e commerce,digital services etc*

**Product:** Amazon Go stores are a New Revolutionary Phenomena into markets changing the way of "Store Shopping".

**Backend:** datasets

#### Product Development

- Working on the backend technology for Amazon Go so that there is smooth "**Customer Experience**".
- Generating enquiries and working on that on "**real time**" basis.
- Supporting other tasks associated with the "**Annotations**".
- Working on different Annotations .
- **Reviewing** the tasks and checking for discrepancies if any.

## PROJECTS

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"Industry Analysis for Investors Perspective".

CSR Activities of "REDINGTON".

Overall Analysis Of D.D. motors

## ADDITIONAL INFORMATION

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- **Languages:** English, Hindi ,Punjabi

## WORKSHOPS

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Attended the workshop on "Financial Modelling"

- Gained exposure regarding various methods of "Valuation" for a company.

EDUCATION

<b>Apeejay School of Management, Apeejay Stya University</b> <b>PGDM (Finance &amp; marketing)</b> <ul style="list-style-type: none"><li>CGPA-8/10</li></ul>	Jun '18 - Jun '20 Delhi
<b>Trinity Institute Of Professional Studies, Guru Gobind Singh Indraprastha University</b> <b>B.COM(HONS)</b> <ul style="list-style-type: none"><li>Percentile-83.25%</li></ul>	Aug '14 - May '17 Delhi

KEY SKILLS

MS EXCEL

MS POWERPOINT

MS WORD

ANALYTICAL

STOCKS

COMMUNICATION

Certifications

- Certified in Strategic Marketing
- Certified in Financial Modelling