



Ishaan Chaudhary

MBA (Finance & Operations) | B.Com Graduate

ABOUT ME

Motivated MBA candidate specializing in Finance & Operations with a Bachelor of Commerce (B.Com) background. Possess a strong foundation in financial analysis, accounting, business operations, and data-driven decision-making. Proficient in MS Excel, Tally ERP, and Microsoft Office, with excellent analytical, problem-solving, and communication skills. Eager to contribute to organizational growth while continuously developing professional expertise in finance and operations.

CONTACT

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-  | Ghaziabad, India

EDUCATION

Master of Business Administration (MBA)

IAMR College, Ghaziabad (2025-2027)

Specialization: Finance & Operations

2025 – Present | Expected Graduation: 2027

Bachelor of Commerce (B.Com)

L R COLLEGE, Sahibabad (2022-2025)

CGPA - 7.20

Senior Secondary (Class XII) - 2022

New Horizon School (C.B.S.E)

Percentage: 73%

SKILLS

- Advanced Excel
- MS Office 365
- Basic Data Analysis & Dashboards
- ERP - Tally Prime
- AI Prompts & Integration
- Statistics
- Management Information Systems (MIS)

EXPERIENCE

Ankur Traders & Engineers Pvt. Ltd.

December 2024 – January 2025

Intern – Data Management & Compliance

- Managed and maintained business data to ensure accuracy, consistency, and completeness across records.
- Assisted in organizing, updating, and validating operational and compliance-related documentation.

DTDC Express Ltd. July 2022 – August 2023

Operations Assistant

- Assisted the Branch Manager in coordinating daily branch operations and administrative activities.
- Managed customer records, shipment documentation, and data entry to ensure accurate and timely processing.
- Coordinated parcel booking, tracking, dispatch, and delivery status updates.

CERTIFICATES

- Tally Essential Level 1
- Excel Statistics Essential Training: 1
- Career Essentials in Data Analysis by Microsoft and LinkedIn
- Deloitte Data Analytics Job Simulation
- Tata Data Analytics Job Simulation