

Rajarajeswari Sekar

No 5 South Ayyanarkulam street, Villupuram – 605602

Mob: +91-9488525217, Email ID: jeshwaz@gmail.com

Synopsis

I seek an opportunity to work in a globally competitive environment on assignments that can provide a dynamic work atmosphere and help attain career targets in the process. A result driven professional with over five years of experience in assurance domain. Highly dedicated and efficient in fast paced multitasking environment.

Experience

Grant Thornton, Bangalore

Senior Associate – December 2019 to present

- ❖ Exposure to different aspects of Commercial Audit while serving at GT i.e., in the field of Auditing. Specifics include:
 - Revenue testing
 - Preparation of US GAAP regulatory letters/reports
 - Audit Execution which includes financial statement reviews, significant accounts testing and substantive procedures.
 - Audit Planning procedures which includes documentation of Walkthroughs
 - Audit of Non-Profit Organizations which included execution of substantive procedures of major accounts such as Cash, Revenue, Lease, Capital Assets, Operating Expenses, Investments and dealing with other procedures.

Ernst & Young, Bangalore

Senior Associate - August 2015 to November 2019

- ❖ Exposure to different aspects of Insurance and Pension while serving at EY i.e., in the field of Auditing. Specifics include:
 - Audit planning which includes Walkthroughs, Identification of risk, Test of Controls (TOC) and PGAP's (Planning General Audit Procedures- Going concern, subsequent events, Related party disclosures etc.)
 - Audit Execution which includes Financial statement reviews, significant accounts testing and substantive procedures.
 - Audit of Pension specific engagements includes complying with SORP (Statement of Recommended Practice), dealt with Defined benefit and Defined contribution schemes which includes: detailed contribution testing, membership reconciliation, pension payment testing, cash testing, investment testing, dealing with client's admin and other procedures.
 - End to End Audit of Insurance Captive Clients
- ❖ Audit of France & Swiss Portfolios in Insurance which included the following:-
 - Lead Sheets Preparation
 - Cash, Bank, Securities and Management reports reconciliation
 - Arrays Specific to France Portfolio
 - Financial Statements Review and
 - Preparation of Summary of Review Memorandum
 - Preparation of other reports such as Regulatory and comprehensive reports
 - Premiums & Claim Testing
 - Responsible for evaluating the client's controls as well as procedural standards.
 - Investigate all material issues raised by inquiries from professional or regulatory authorities.
 - Reviewing and re performance of internal audit functions.
 - Managing key components of multiple audit engagements including strategy, risk assessments, planning, control testing, financial statement reviews, documentation of procedures, findings and investigation of results and managing multiple teams.
 - Perform effectiveness of controls include a mix of inquiry of appropriate personnel, observation of the company's operations, re-performance, recalculation and inspection of relevant documentation.
 - Prepare documentation for audit findings & document in audit evidence.
 - Perform test of controls to evaluate the operating effectiveness of controls over significant classes of transactions (SCOTs) for each relevant financial assertion

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Technical Skills

- ❖ Microsoft office (Advanced MS Excel, MS Word, MS PowerPoint)
- ❖ Canvas specific to EY
- ❖ EY Random & EY Micro stat
- ❖ EY GAM- Global Audit Methodology
- ❖ Idea (Sampling & GL Analyzer tool)
- ❖ Excellent interpersonal skills and team player
- ❖ Time management skills
- ❖ Handling multiple engagements at the same time meeting deadlines and delivering qualitative work

Achievements

- ❖ Extra Miller Award for France Portfolio in Insurance - 2015
- ❖ Exceptional Client Service for France Portfolio in Insurance - 2016
- ❖ Exceptional Client Service for Pension Portfolio – 2017
- ❖ Extra Miller Award for Pension Portfolio – 2018
- ❖ Extra Miller Award for Captive Insurance Clients – 2019
- ❖ Fair Play Award - 2019

Education

- ❖ **B.Com** (Finance and Accountancy), MOP Vaishnav College for Women (Autonomous), **75 % with a CGPA of above 7/10**, 2015
- ❖ **Grade XII**, Sacred Heart Convent Anglo Indian Higher Secondary School, Villupuram, **93.66%**, 2012
- ❖ **Grade X**, Sacred Heart Convent Anglo Indian Higher Secondary School, Villupuram, **87.4%**, 2010
- ❖ **Pursuing ACCA** with 4 papers (P level) left to be completed

I, hereby declare that the above stated information is true to the best of my knowledge- Rajarajeswari Sekar