

# Vidhi Jain

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## OBJECTIVE:

Keen to assume a strategic role in your esteemed organization and make a difference by enhancing prospect for organizational development along with self development.

## PROFESSIONAL QUALIFICATION:

Degree*	Year	Institute
Chartered Accountant	Jun 2012 -May 2016	Institute of Chartered Accountant of India

\*All level cleared in First Attempt

## EDUCATIONAL QUALIFICATION:

Degree/Class	Year	College / School	%
Bachelors of Commerce	Jun 2012- Mar 2015	H.R. College of Commerce & Economics, Mumbai	73.73
XII	March 2012	H.R. College of Commerce & Economics, Mumbai	85.67
X	March 2010	Queen Mary's High School, Mumbai	92.36

## WORK EXPERIENCE

### TATA TRUST

Oct 2016 – Apr 2017

#### Senior Executive – Accounts (Direct Implementation)

#### About the Organization:

Tata Trusts own two-third of the stock holding of Tata Sons, the apex company of the Tata group of companies. The wealth that accrues from this asset supports an assortment of causes, institutions and individuals in a wide variety of areas.

#### Exposure:

Management of direct implementation projects (Finance and Accounting) in the areas of healthcare, nutrition, sanitation, education, poverty alleviation, enhancing civil society and governance, media, arts, crafts and culture.

## INTERNSHIP

### TATA CAPITAL LTD. (Industrial Training)

Sep 2015 – Sept 2016

Internal Audit – Private Equity

#### Scope:

- ✓ Review the design and operating effectiveness of the Governance, Risk Management and Controls framework and recommend OFIs, if any, in respect of controls.
- ✓ Review of IFC and Non-IFC documentation comprising of process maps, key controls and risk registers and also any other policy /process / circulars issued by management.
- ✓ Drafting checklist and reporting issues to the management.

Entity	Specific Areas Covered
Domestic Venture Capital Fund: Tata Capital Healthcare Fund Tata Capital Special Situation Fund	Operation & Monitoring Finance and Accounts Fund Management
International Business & Offshore fund – Singapore <ul style="list-style-type: none"> <li>✓ Tata Capital Advisors Pte Ltd. (Investment Manager)</li> <li>✓ Tata Capital Healthcare General Partner LLP</li> <li>✓ Tata Capital HBM HealthCare Fund I LP</li> <li>✓ Beta TC Holding Pte Ltd</li> </ul>	SLA & Outsourcing Review Compliance (Internal and Statutory) Risk Management Investment Investor Relationship
Tata Capital Ltd.	Co-Investment between Domestic and Offshore funds.

**SURESH SURANA & ASSOCIATES LLP** (Member firm of RSM Global)

**Sep 2013 – Aug 2015**

**Scope:**

Internal Audit
Mohit Diamond Pvt. Ltd. – Jewellery Division (SEZ unit) HealthPrime (India) Pvt. Ltd. Toshiba Johnson Elevator (India) Pvt. Ltd. Aditya Birla Ahura Centre Management Pvt. Ltd Maharashtra Chamber of Housing Industry
Standard Operating Procedure (SOP) Drafting
Aditya Birla Retail Ltd. (Corporate) Maharashtra Chamber of Housing Industry
Process Validation
All India Gem and Jewellery Trade Federation – National Jewellery Award

**PERSONAL DETAILS:**

**Interest:** Reading Books,

Jogging

**Languages Known:** English, Hindi

**Date of Birth:** December 16, 1994.

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