

# ANKUR DAS

Associate - 2

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## Risk Assessment - Adverse Data Search - Secondary Research - Due Diligence - Company Research - Internal Audit - Monitoring - Vouching

### BUSINESS SKILLS

- Adverse Data Search
- Internal Audit
- Branch Audit
- Vouching
- Mergers & Acquisitions Research
- Transactions & Deals Research
- Company Profiling
- Data Interpretation
- Familiar with frameworks and models such as Porter Five, SWOT, PESTLE

### EXECUTIVE SUMMARY

- An erudite professional with overall work experience of **4 years** in **Secondary Research** and **NBFC-MFI Audit** domain.
- Currently associated with **PwC SDC (Kolkata) Pvt. Ltd.** as **Associate – 2**.
- Previously associated with **Uttrayan Financial Services Pvt. Ltd.** as **Executive, Risk & Monitoring** and **Netscribes (India) Pvt. Ltd** as **Senior Associate**.
- Possess experience in preparing audit check-list and conducting branch audit by validating the check-list through cross-verification of vouchers, cash book, ledger book and stock register.
- Proficient in fetching relevant information through secondary research, data interpretation, and company analysis and profiling.
- A team player possessing interpersonal skills with a track record that demonstrates self-motivation, creativity and initiative to achieve corporate goals.

### IT SKILLS

- MS-Word (Proficient)
- MS-PowerPoint (Proficient)
- MS-Excel (Proficient)
- Advanced Excel (Familiar)

### PROFICIENCY FORTE

- Having strong research and analysis skills, along with proven administrative and organizational abilities.
- Can build effective working relationships with both colleagues and clients.
- Keeping senior managements and researchers updated on the progress of any highlighted issues with the process of application.
- Ability to identify and thoroughly investigate key issues.
- Capability to convey the implications of any update made in the audit process.

## CAREER CONTOUR

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### **Oct'19 – Present with PricewaterhouseCoopers Service Delivery Center (Kolkata) Pvt. Ltd. as Associate -2**

#### **Significant Highlights:**

Currently working with the Adverse Data Search team of Ethics & Compliance division where I am required to perform the role of a Risk Analyst which involves conducting research to find adverse data such as negative news, lawsuits, PEP, anti-money laundering cases, embezzlements of subjects (companies and individuals) for the clients through data mining from various third-party databases such as Factiva, Google, SEC filings etc.

#### **Responsibilities:**

As a researcher, my primary responsibility is to perform secondary research on subjects provided by the clients and prepare report on the findings. The findings comprise of adverse data related to the profiles I work on. Further, I am required to assess and analyse the risk and prepare reports which will be further evaluated by the clients to understand the risks involved with the subjects (companies and individuals) to be engaged with.

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### **August'19 – Oct'19 with Utrayan Financial Services Pvt. Ltd. as Executive, Risk & Monitoring**

#### **Significant Highlights:**

Worked with a Reserve Bank of India (RBI) recognized NBFC-MFI organization as a member of internal audit team and conducted internal audit of branches of UFSPL. As an internal auditor my responsibility was to find the irregularities of the branch and non-compliance of regulations and guidelines laid by the organization.

#### **Functionalities:**

- Preparing, planning and conducting group visit of Joint Liability Groups (JLG) and Self-Help Groups (SHG) with Branch Manager and Credit & Recovery Officer to observe group meetings and collect primary data of borrowing members related to micro-credit.
- Conducting meetings with respective branch managers and regional managers to collect, analyse and summarize primary and secondary data related to operation, accounts and administration of branch.
- Vouching, cross-checking and verification of all branch related documents like debit and credit vouchers, cash book, ledger book, stock register, loan disbursement register, branch meeting register, overdue register and bank statement.
- Comparing current audit findings with previous audit report by using the audit tools and record the observations and deviations audit report preparation.

#### **Responsibilities:**

- Accurately monitoring, investigating the risk factors of the organization and as well as branch and preparing reports on results of audits.
- Making recommendations for control and operational improvements to management.
- Initiating follow-up efforts to assure compliance of RBI's as well as organization's guidelines and regulations.
- Communicating with management regarding plans and performing audit reviews.

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**Sept'15 – March'19 with Netscribes (India) Pvt. Ltd. as Senior Associate, Business Research**

**Significant Highlights:**

Worked on a US-based project, within a multidisciplinary team and carried out secondary research, on a tool-based application through data mining from various third-party sources on the World Wide Web. As a researcher I used to track and analyse various Private Equity and Venture Capital backed transactions such as Mergers & Acquisitions, Leveraged Buyouts, Management Buyout and Early and Late stage funding rounds.

**Functionalities:**

- Building company profile by tracking information on a particular company's familiar name, legal name, company description, the industry where it belongs, the management of the company, also information on various investments that has been made by the PE/VC firms in the company, the merger and acquisitions that has been done by the company and the financials of the company.
- Building Biography of founders, board members and C-Levels of the company by using databases, Google search, LinkedIn and company websites.
- Writing proper company description by including what product/services that the company offer to which target customer intending to provide them with what type of solutions.
- Tracking new Mergers & Acquisitions, Capital Raising (IPO, Debt, Loan) deals, recent trends & developments in multiple sectors.

**Responsibilities:**

- Collating and documenting key data and information at the request of the clients and senior managers.
- Was involved in working closely with clients and keeping hands-on with the profiles.
- Communicating and demonstrating (if necessary) any updates on the methodologies of the process.
- Was involved in training new recruitments in the team and assisting them with all the queries related to the process.

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**EDUCATION**

- ❖ Master of Commerce, *Indira Gandhi National Open University* - **2019**
- ❖ Post Graduate Diploma in International Business Operations, *Indira Gandhi National Open University* - **2018**
- ❖ Bachelor of Commerce (Major in Accounting & Finance), *University of Calcutta* - **2015**
- ❖ Senior Secondary (Commerce) from *Sudhir Memorial Institute, CBSE* - **2011**
- ❖ Secondary from *St. Stephen's School, ICSE* - **2009**

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**PERSONAL DOSSIER**

**Address** : S.P. Mukherjee Road, Joygachi , Rathtala, Habra, West Bengal, India, Pin- 743263

**Languages Known** : English, Hindi, Bengali and Assamese

**Place:**

**Date:**

**Signature**