VIJAY

Email- vijay.349681@2freemail.com

Dear Sir / Madam

COVER LETTER TO RESUME

I take this opportunity to introduce myself to your esteemed organisation.

I am a Computer Engineer from Mumbai University. Currently, I am working as a Consultant – Assurance in Ernst & Young – India (Mumbai). Having been associated with this organisation for more than four years, I have had the opportunity of being involved in numerous identification and verification of allegation in fraud and dispute of companies, audits, review engagements, compliance and Data Analytics. This exposure to a wide spectrum of clients with a variety of work experience has provided me with an insider view of key business processes within an organisation, accounting and internal control systems, corporate governance structure and regulatory as well as the accounting framework of an array of commercial entities. In addition to the aforementioned, it has enriched me professionally and equipped me with traits needed to deal with a variety of situations in an innovative, effective and efficient manner.

I am currently seeking job prospects that match with my qualification and work experience, in core business functions of well-reputed national and multinational organisations to further my career goals. I consider your organisation as one that can fulfil my need for continuous professional development and provide me an opportunity for career growth. My consistent achievements at both academic and professional level prove my determination and demonstrate my firm commitment to work hard for the accomplishment of my objectives.

I would welcome the opportunity to further discuss how I can best meet the needs and expectations of your organisation.

Regards,

VIJAY

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**career goal**

To seek a challenging, developing and career making position with opportunity to utilize my best capabilities in collective personal, organisational and social growth as a whole and serve the organisation with sincerity and professional commitment.

**Summary of Skills**

|  |  |
| --- | --- |
| * More than five years of practical experience including of fraud investigation, audit and related service
* Proven ability to lead teams effectively
* Hard working, able to multi-task effectively

Active involvement in training, mentoring and coaching of staff  | * Staff management and team allocation
* Professional, flexible and work oriented
* Data Analysis
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**Educational Portfolio**

* Passed Bachelor of Engineering (Computer Engineering) from IGCOE College (Mumbai University) with 63% aggregate.
* Passed 12th from R.J College (Mumbai) with 50% (Maharashtra Board).
* Passed 10th from N.B.W.S. School, (Mumbai) with 64% ((Maharashtra Board)

**Professional Experience**

**Ernst and Young Pvt Ltd (Goregoan, Mumbai)**

Designation: Associate Consultant, Forensic Technology and Dispute Services

Work Span: September 5th Dec 2011- Present

**Technical Responsibility:**

* Prepare SQL queries for different types of testing purpose.
* Database Maintenance: - Maintaining Objects like Tables, Views.
* SQL Development: - Develop new queries as per requirement.
* Data warehouse design: - Create Objects like Tables, Views.
* Query Optimization: - Check Query Plan Without executing query and make change according that.
* Data integrity:- Maintaining accuracy of data
* Data Validation: - Checking data is Valid or not.
* Data issue: - Check reporting issue by Support team and correct them.
* Loading and updation: - Loading data from files.
* Maintaining data Security: - By Views and DCL (data control Language).

The responsibilities involved data analytics work around uncovering fraud for the designated client project.

* Define the audit objective(s)
* Determine what analytics are relevant in achieving the audit objective(s)
* Design the analytics and confirm the logic
* Determine the definition of “exception”
* Identify relevant IT systems and assess availability and quality of data.
* Acquire data(i.e., extract, transform, load process)
* Develop analytics (i.e., script, program, etc.)
* Run analytics and perform initial validation of results to identify data and/or logical flows
* Confirm the results of the analytics support achieving the audit objective(s) and revise. abandon or rerun analytics as necessary
* Validate results of analytics with business owners
* Research, follow-up, and determine root cause of identified exceptions
* Report findings and recommendations to business owners and management
* Update analytics repository and enhance repeatability, as appropriate

 **Technologies:** MS Office Suite, Microsoft SQL Server.

 **Clients Handled:** Major Banks, Overseas Banks and financial institution, IT Giant

**Software Licensing Forensics.**

**Responsibilities:** The responsibilities involved work in investigations around software license compliance checks.

* Worked with software publishers in evaluating its customer’s compliance status with respect to software licenses.
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* The Audit work involved work for some of the major software publishers such as Microsoft, IBM, Oracle, Quest and Adobe.
* Desktop inventory collection for Installed Applications using the automated tools.
* File Scan Analysis of the various files on the desktops with specific keywords using automated tool.
* Reporting of software licensing risks on various products installed on the desktop machines.
* Continuous and close coordination and communication with various stakeholders of the software licensing project.
* Executing license compliance reviews for organizations which has enterprise level license agreements with the publishers.
* Assisting clients in mitigating risks arising out of software license non-compliance by reviewing their purchases and deployment and helping them set up process for effective software asset management.

**Technologies:** MS Office Suite, Microsoft SQL Server.

**Client Handled:** Indian Banking Giant, Indian Software Giant.

**Fraud Investigation, Anti-money laundering (AML) and sanctions:**

* Participated in an assignment at an international financial institution in the region which involved identifying the related parties and for selected customer accounts, with a view to identifying relationship between the parties. This work also encompassed Customer Due Diligence (CDD) and identifying areas where the bank’s underlying KYC data was deficient.
* The work involved performing background searches on the bank’s customers, preparing timelines for each customer and, when required, transaction and other more detailed analyses that were used by the bank’s lawyers to determine next actions. In addition, the team, due to their experience and knowledge of the bank, was asked to be involved in other special investigations as and when necessary.
* Email and document review to identify fraud using tools like relativity and also manually.

**Personal information:**

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| --- | --- |
| **Name**  | Vijay  |
| **Date of Birth**  | 16th August 1984 |
| **Email**  | vijay.349681@2freemail.com  |
| **Nationality** | Indian |

**Work Preference and Travel:**

* Have travelled to various locations for official assignments (Germany, Bahrain, Abu Dhabi)
* Can relocate abroad and travel for official assignments.