

## **S Venkat Sai**

23/10/1998

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### **Summary:**

I aim to secure a challenging role in a prestigious organization to enhance my skills and expertise continuously. With strengths in customer relations, communication, problem-solving, and financial acumen, I excel in software tools like MS Excel, Word, PowerPoint, Tally ERP 9, and financial modeling. Proficient in ratio analysis, account management, and data analysis, I eagerly embrace new challenges and aspire to transition into a Financial Analyst position.

### **Certifications:**

1. Excel
2. Tally
3. Financial Modeling

### **Educational Qualifications:**

1. MBA, 2021-23, Dayananda Sagar Institutions, Bangalore. Percentage : 60%  
[till 3<sup>rd</sup> semester].
2. B.Com, 2017-20, Surana College, Bangalore. Percentage : 74%
3. 2<sup>nd</sup> PUC, 2017, Surana IND. PU College, Bangalore. Percentage : 71%  
Subjects: Accountancy, Statistics, Business Studies & Basic mathematics.
4. Class X (CBSE), 2015, The Oxford Senior Secondary School, Bangalore.  
CGPA : 6.

### **Technical & Functional skills:**

Technical Skills	Functional Skills	Awareness
MS Excel, MS Word, MS PowerPoint	Financial Ratio Analysis	RPA
Tally ERP.9	Creating accounts and maintain the records.	Full knowledge on the software
Financial Modeling	Analyzing the statements and predicting the future	Financial statement Analysis

### **Projects / Internship handled:**

1. Title – A STUDY ON EQUITY ANALYSIS OF ITC Ltd.  
Role – Data analyst  
Duration – 45 days (27/04/2023 – 25/05/2023)
2. During my MBA internship, I collaborated with a finance team in **CHHOTA CFO** for a duration of one month. During this time, I gained valuable experience in analyzing historical data and utilizing it to make future predictions. Working with an enthusiastic team was an enriching and rewarding experience.

### **Experience:**

I have been employed as a **Relationship Officer** at **Godrej Housing Finance** since December 2023. During this time, I have gained valuable experience in effectively communicating with customers and establishing strong relationships with both clients and sales officials on-site. Additionally, my responsibilities have included sales, marketing, ensuring client satisfaction, understanding customer concerns and providing the best possible solutions, among other duties.

From July 2024 to February 2025, I have been working as a **Sales Consultant** at **Advait Hyundai** Where I am responsible for driving sales by assisting customers in selecting and purchasing vehicles. I manage the entire sales process from booking to delivery, ensuring all necessary paperwork and documentation are completed efficiently. In addition to my sales duties, I also support new joiners by providing practical training and mentoring them on sales processes, customer service standards, and product knowledge to help them integrate smoothly into the team.