

Pooja Kaushik

Compliance Officer

Profile

Aim to be associated with the progressive organization where I can create a position for myself as an efficient professional in the highly competitive world through honest and committed hard work in conjunction with my knowledge and positive attitude, which will also ensure beneficial for the organization.

To contribute to the growth of the organization with my hard work and dedication while being prudent, bold, interactive and adaptable. Willing to work as a key player in any creative environment. Seeking a challenging career in an organization to employ my knowledge and learn its practical applicability.

Employment History

Senior Executive in Regulatory Compliance, India-bulls Ventures Limited, Gurugram, HR

Feb 2017 — Jul 2020

- SEBI, NSE, BSE, MCX & NCDEX weekly, monthly & Annual Compliance Filings.
- Registers & Record-keeping, drafting & vetting as per regulatory Guidelines.
- Handling client's Grievances.
- Uploading Company's funds.
- Generating and checking required documents to be provided to legal, taxation and regulatory department for onward submission to regulatory authorities and departments.

Software Developer at SiA Digital Consultancy, New Delhi

April 2015 — Jan 2017

- Involved in requirement gathering, analysis, design, estimation and testing of the assigned tasks
- Experience in reviewing Python code for running the troubleshooting test-cases and bug issues
- Involve in the development of the application using Python, HTML5, CSS3, AJAX, Json and jQuery
- Developed the applications using Django framework which is based on model template view design pattern

Project Details:

- Worked with the core development team of SiA Digital on the Advance project as a Python developer to build the backend APIs. Advance application offers and delivers remote end-to-end skills training to the top pharmaceutical clients. SiA's remote training often "top and tailed" the face-to-face training requested by the clients.

Technical Environment:

Python, GitLab, VS Code IDE, MySQL, OST

Details

Gurugram, India

+91-8587095197

kaushikpooja446@gmail.com

Skills

Python



Django



HTML5, C, C++



MySQL



Documentation



Education

MBA: Finance (SMU), Guru Gobind Singh Institute

2014 - 2016

B. Tech: S.I.T.M (M.D.U.)

2008 — 2012

Higher Secondary (C.B.S.E.), Cambridge School, Rewari

2006 — 2007

Secondary (C.B.S.E.), Swaranjali Public School, Rewari

2005 — 2005

Internships

Intern - IT at CoreDataBase Systems, Noida

July 2010

- HTML & CSS
- Oracle 10g Database
- SQL
- SQL Admin

Technical environment: Oracle 10g, Sublime Text, Eclipse, Notepad++

Courses

Web Component Development using Java Technologies, NIIT

December 2011

Software Engineering 101, Udemy

July 2017

Python - The Complete Development Guide, Udemy

October 2020

Python Development Course, Edx

December 2020