

## Navin Sancheti

Result-oriented professional targeting challenging assignments in Finance with an organization of high repute  
Location Preference: **Kolkata**

 sanchetnavin007@gmail.com

 +91-7003971131



### Profile Summary

- Experienced Analyst with a demonstrated history of working in the finance industry.
- Skilled in Analytical Skills, Microsoft Office, Customer Service, Leadership and Management.
- Strong executive professional with a Masters of Commerce (M.Com) focused in Accounting & Finance from University of Calcutta.
- Acquired knowledge and understanding of subjects like Accounting & Finance
- An impressive communicator with honed interpersonal, team building, presentation, convincing and analytical skills
- Having an experience of 3 years in Merchant Banking.



### Key Skills

<b>IPO Analysis</b>	<b>Relationship Management</b>	<b>Analysis of Financial Statements</b>	<b>Investor Interactions</b>	<b>Database Maintenance</b>	<b>IPO Bidding through Exchange Platforms</b>
---------------------	--------------------------------	---	------------------------------	-----------------------------	---



### Organizational Experience

**Sep'19-Present with Captive IR Strategic Advisors Private Limited, Mumbai as Analyst**

#### Key Result Areas:

- Selection of Clients - Analysis of companies listed on Stock Exchanges by primary research on the Financial Statements and the industry of the Company
- Research sectors – Agnostic: Research begins once the client accepts the engagement letter. Factors which are considered are the industry, current market scenario, financial performance of the last 3 years, peer comparison
- Investor Presentation – Investor presentation is prepared once the research is completed and then sent to client for approval. Post approval, it is uploaded on the Exchange portals by the clients.
- Analysis of Quarterly and/or Half-Yearly results – The client's quarterly and/or half yearly performance is analyzed/compared with the previous year performance. Once the comments are approved, the Earning Release is uploaded on the Exchange portals by the clients.
- Non-Deal Road Shows and Investor Meets – Organizing non deal road shows and investor meets for the clients to make their company visible among the investors
- Supervision of the work done by Accounts department
- Team Management – Training new hires on application process, reporting and reviewing of work done by them
- Ability to work effectively with internal and external business partners

#### Highlights:

- Appreciated by Management for the support provided in resolution of issues
- Dealt with complex situations in a calm manner and took the right decisions under pressure

**Jan'17-Sep'19 with Guinness Corporate Advisors Private Limited, Kolkata as Executive**

#### Key Result Areas

- Analysis of Financial Statements - Financial statements of Unlisted Companies are analyzed to verify whether they are eligible to come up with an Initial Public Offer as per the prescribed norms of Stock Exchange
- IPO Analysis - Analysis of IPOs through their Prospectus
- Designing & Marketing - Designing of Investor Presentation for Initial Public Offer by procuring information from the draft prospectus and Company. Once the presentation is finalized, it is circulated in the market to make the company

visible among the Investors.

- Preparation of Capital Structure - Preparation of proposed capital structure in order to make the client understand about the restructuring in the company, issue price, post issue equity, net-worth and post issue market capitalization. Post approval of the structure, the process of Draft Red Herring Prospectus (DRHP) is initiated.
- Database Maintenance - Maintenance and Updation of the complete database of Investors & Listed Companies in both the Stock Exchanges
- Investor Relationship – Resolving the queries raised by the Investors regarding the Initial Public Offer and assisting them to complete the bidding process without any hassle
- Client Relationship - Solving any issues related to Bank/Stock Exchange during the time of Initial Public Offer
- Bidding the ASBA (Application Supported by Blocked Amount) applications through BSE / NSE Bidding Platform

### Highlights:

- Appraisal within 10 months of joining the organization as a Fresher
- Never encountered escalation of any issues to Senior Management
- Reported directly to the Promoters & Managing Director
- Team Player

### May'14-Dec'14 with MD Computers Private Limited, Kolkata as Sales Executive

- Online Sales - Responsible for generating Revenue through online platforms like Amazon, Flipkart & Snapdeal.
- After Sales Service - Providing after sale service to the customers, helping them to solve any installation issue & assisting them in return, refund or searching of nearest service centers if there is any default in the product
- Client Relationship – Connecting with the customers to get their reviews & feedback about the product and service.
- To seek complete satisfaction of all India I.T customers

### Education

- M.Com (Accounting & Finance) from University of Calcutta, Kolkata in 2017
- B.Com (Honors) from University of Calcutta, Kolkata in 2014

### Certificates & Projects

- Post Graduate Diploma in Computer Application
- Project - Investors Perception towards an IPO & analysis of the Post Issue Performance of selected IPOs in the year 2016-17

### Technical Skills

- MS Office
- Accounting Software – Tally, Busy
- Adobe
- Back Office of Flipkart & Amazon

### Personal Details

**Date of Birth:** 14<sup>th</sup> February 1993  
**Languages Known:** English, Hindi, Bengali & Marwari  
**Address:** 3A, Surendra Apartments, 4/2, Ram Charan Chatterjee Lane, Shibpur,  
Howrah – 711002, Kolkata