

ANUSHRUTHI BAFNA

Aspiring Investment Banking Operations Professional

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PROFILE SUMMARY:

Certified Investment Banking Operations Professional with hands-on expertise in trade life cycle, settlements, derivatives, AML/KYC compliance, and risk management. Trained under the CIBOP program at Imarticus Learning with real-time exposure to operational systems, reconciliations, and middle-office processes. Skilled in stakeholder communication, digital coordination, and process optimization. Detail-oriented, analytical, and ready to deliver results in fast-paced, high-pressure financial environments.

EDUCATION:

2025	Imarticus Learning <ul style="list-style-type: none">• Certified Investment Banking Operations Professional<ul style="list-style-type: none">◦ Trade Life Cycle (Listed & OTC), Clearing & Settlements, AML/KYC◦ Securities, Derivatives, Asset Management, Risk Management	Bengaluru, India
2021 – 2025	Sydenham College of Commerce and Economics <ul style="list-style-type: none">• Bachelor of Commerce	Mumbai, India
2022	CHARTERED ACCOUNTANCY <ul style="list-style-type: none">• Cleared my CA foundation (June 2022) with exemption in 1 subject• Completed ICITSS (IT) and ICITSS (OC) programs by ICAI.	Chitradurga, India
2019 - 2021	S.R.S Pre-University College (Karnataka State Board) <ul style="list-style-type: none">• Senior Secondary Education	Chitradurga, India
2018- 2019	Don Bosco ICSE School Secondary School	Chitradurga, India

INTERNSHIP:

Designation:	Workshop Coordinator Part time - April 2025
Company:	Techgyan Technologies.
Roles & Responsibilities:	<ul style="list-style-type: none">• Coordinated and executed end-to-end workshop operations, managing logistics, participant communication, and trainer support for smooth delivery.• Handled real-time queries from 200+ attendees and provided post-event feedback reports to enhance engagement and training quality.

Designation: **Social Media Management**
Company: **Bafna Exclusive**
Part time - March 2025
Social Media Manager

- Roles & Responsibilities:
- Designed and implemented multi-platform content strategies to increase brand awareness and digital reach.
 - Improved follower engagement by 40% through interactive campaigns and consistent branding.
 - Managed customer queries and complaints on social platforms, ensuring timely resolution and maintaining a 95% satisfaction rate.
 - Collaborated with design and marketing teams to ensure alignment with brand voice and seasonal campaigns.

ADDITIONAL CERTIFICATIONS:

- Certificate of coordination.
- SEBI Investor certification.
- ICITSS – Information Technology & Orientation Course (ICAI).

ACHIEVEMENTS:

- Awarded "**Best leader**" in Kitchenomics 2021.
- Won "**Best Presentation**" in Kitchenomics 2021.
- **Runner up** at Wizworld fest 2021.
- **Bronze Medal** - Relay Race, School Sports Day.

EXTRACURRICULAR ACTIVITIES:

- Led college teams in Yuvatranga Fest (2019–2020) and Kitchenomics (2021–2022).
- Participated as a press reporter in college cultural fest.
- Represented school in inter-school sports competitions (2018).
- Participated in debate competition (2017) and Jain community cultural education programs.

TECHNICAL SKILLS:

- MS Excel, MS Word, MS Powerpoint

SOFT SKILLS:

- Time Management, Good Listener, Communication, Team Work

PERSONAL INFORMATION:

- Languages Known:
 - English (R/W/S)
 - Hindi (R/W/S)
 - Kannada (R/S)
- Reference: Mr. Vikrant Tapaskar - Assistant Vice President- Imarticus Learning
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Mr. Saransh Sharma – Cyber Presales Consultant – Deloitte
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