

Kimaya Mahesh Kadam

Los Angeles, CA 90038 | kimayakadam05@gmail.com | <https://www.linkedin.com/in/kimayamk/>

EDUCATION

University of California, Los Angeles (UCLA)

B.A. in Business Economics, Minor in Accounting

- **GPA:** 3.81/4.00 | Dean's Honor List

Los Angeles, CA

Sep 2021 - Mar 2025

PROFESSIONAL EXPERIENCE

Ernst and Young (EY)

Audit and Assurance Staff

- Cleaned and restructured raw client data spanning 600+ rows into clean, user-friendly work papers using power query, pivot tables, and Excel formulas, producing audit workpapers to support the year-end review process
- Performed substantive testing across 7 account areas including Cash, AR, AP, Equity, Payroll, Inventory and Fixed Assets for audit clients in the health and manufacturing industries, in accordance with GAAP.

Los Angeles, CA

September 2025 - Present

Credit Restoration Institute

Volunteer Bookkeeper

- Prepared monthly nonprofit financial statements, including income statements, balance sheets, for organizational reporting
- Digitized 350+ monthly paper transactions into QuickBooks, establishing a digital recording system for a 501(c)(3) nonprofit

North Chesterfield, VA

June 2025 - August 2025

UCLA Office of Student Conduct

Administrative Intern

- Primary contact for over 30,000 undergraduate students and 1,000 professors for complaints regarding breaches of the code
- Developed and implemented a comprehensive communication plan which included training materials and dean presentations to educate students on the importance of academic integrity, resulting in a 15% decrease in plagiarism cases over a quarter

Los Angeles, CA

September 2022 - March 2025

Residential Government Council (RGC)

Treasurer (Centennial Hall)

- Spearheaded a team of 4 individuals to manage a budget of \$15,000 across 9 events for a 900-student building and cater to disbursements requests of over 18 Resident Assistants by reviewing funding requests, resulting in successful resident programs
- Performed bank reconciliations by correlating financial reports with bank accounts and budget sheets to account for bank transfers and deposits/withdrawals, ensuring accurate cash flow tracking and utilizing QuickBooks software to streamline the auditing process

Los Angeles, CA

September 2022 - June 2023

Inspirit VR - Edtech startup

Growth Intern

- Designed 2 gamification strategies with weekly mystery box incentives, increasing user retention by 13% in 3 months
- Test-ran website features with product managers, compiling 3 defect-severity reports to guide prioritization

Palo Alto, CA

February 2022 - June 2022

LEADERSHIP PROJECTS

Bruin Reserve Bank (BRB)

Director of Operations

- Co-led a team to gather and analyze historical data from publicly available sources, and created comprehensive graphs using Tableau and PowerBI to visualize the impact of Federal Reserve announcements on consumer sentiment and financial markets
- Orchestrated fundraising efforts by establishing 2 bank accounts with an incentive program and organized a social media fundraiser, raising \$550 in total funds dedicated to supporting club activities and social events

Los Angeles, CA

January 2023 - June 2024

The Procare Project

Founding Member + Head of Event Management and Partnerships

- Secured 2 small-business sponsorships and organized a 3-day webinar series in collaboration with 5 healthcare professionals, attracting 170 participants and raising \$1,000 in donations to Cancer Research efforts
- Facilitated the installation of 4 sanitary product vending machines in a school bathroom by coordinating logistics with South-African social enterprise Mimi (<https://mimiwomen.com/>), earning a 90% survey approval rating from 56 respondents

Kuwait City, Kuwait

October 2020 - September 2022

SKILLS & INTERESTS

- **Software:** R Studio, Power BI, Microsoft Excel, Python, Figma, Tableau, QuickBooks, Cursor
- **Involvement:** UCLA Nashaa (Competitive Dance Team), Residential Government Council, ResLife Funding &
- **Advisory Board,** International Bruins in Business, Bruin Reserve Bank (Director of Operations), UCLA Residential Assistant
- **Skills:** UI/UX Design Prototyping, Data Analysis, App Development, Spreadsheet/Dashboard Design
- **Interests:** Strength Training, Fiction Books, Running, Cafe-Hopping, Bouldering