

PRADHAMYA A VAISHNAVA

163, JAYAVIHAR, 4th cross
Kirloskar
Layout, Sidedahalli
Bengaluru, India
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OBJECTIVE

A graduate in Bachelor's of Commerce with 7.29 CGPA and I'm seeking to leverage and enhance my skills in an organisation which provides me a platform to expose my knowledge in a role where, I will be able to work on the growth of both the organisation and my career.

EDUCATION

B.com Accounting, August 2023

Bengaluru, KA, India

AIMS Institutes

- Having a computer knowledge. Studied Financial Accounting subjects. Achieved 72% score in overall course and secured 'A' grade in Accounting subject.

SKILLS

- Knowledge of Tally, ERP, Microsoft office Tools and Excel using AI and Chat GPT.
- Zoho books and Hubspot.
- Excellent communication skills, and ability to present complex information in an easy to understand format.
- Excellent problem solving, critical thinking.
- Profound ability to work in a fast-paced environment.
- I have Volunteered in Rotaract club as a club service co-Director and helped to organise medical check-ups to needy people and provided canopies for the street dogs.

INTERNSHIP

NIRMAL CREATIONS. (2023Apr-2023 May)

Bengaluru, India

Accounts Associate intern

- Lead generation in developing business leads to the company.
- Collaboration with brands like Zodiac and Bafna.
- Employee acquisition based on the requirement of the company.
- Daily report submission.
- Maintenance of daily reports in Excel sheet.

CERTIFICATIONS

- Participated in **Rotaract Club** as a club service Co-Director for one year.
- **Human Resource Management:** HRM management, Talent acquisition, Manpower management, Employee engagement, and Case studies on HRM
- **DELL** future workspace training program.
- **Internship as an Accountant intern, NIRMAL Creations:** Worked on client

management, B2B sales, customer feedback and SWOT analysis of the company.

- **Diploma in Advanced Accounting , March (Certification course)**Bengaluru.

Campus Computers : Secured 90% in TallyERP , Microsoft Excel and all basic computer program.

PERSONAL INFORMATION

Name: Pradhamya A Vaishnava

DOB : 12/08/2002

Gender : Female

Nationality: Indian

Father's Name: Anandaswamy.N

Mother's Name: Kalavathi. R

Address: 163, Jayavihar, 4th cross Kirloskar Layout, Bengaluru.

Mother tongue: Kannada

Languages known: English, Kannada, Telugu, Hindi.

Hobbies: Freelancing , Reading case studies and cooking.

DECLARATION

I hereby, declare that all the provided information is real and true at the best of my knowledge.

Place: Bengaluru

E-sign: Pradhamya A Vaishnava