



VINITA DSOUZA

CONTACT

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EDUCATION

2021 – 2023

AJ INSTITUTE OF MANAGEMENT,
Mangalore, INDIA

- **MBA** in Finance
- Research project on “An Empirical study on optimum equity portfolio: Evidence from NSE Market”.

2018 – 2021

ST. PHILOMENA’S COLLEGE
MYSORE, INDIA

- BACHELOR OF COMMERCE

SKILLS

- Tally GCC VAT
- QuickBooks
- Advanced MS Office skills
- Team playing and team building
- Leadership
- Effective Communication
- Keen and receptive learner

LANGUAGE

Fluent in English, Hindi and Kannada

PROFILE

An **MBA graduate** is acquainted with accounting software like **Tally** and **QuickBooks**. I am currently seeking a challenging opportunity in order to make a career and to contribute to the growth of the organisation.

WORK EXPERIENCE

Intern – Accounts receivable and accounts payable
June – August 2023

Business Intelligence Lab, Mangalore

- Prepaid business analysis reports and contributed to follow up actions
- Effective use of functions in Excel.

VOLUNTEER EXPERIENCE

Unnath Bharath Abhiyaan 2022

AJ Institute Management, Mangalore, India

- Conducted Surveys in rural areas of Mangalore and Udupi
- Identifying the basic problems faced by the local people
- Educated the people about the schemes provided by government.

Elixir – Management fest 2023

AJ Institute of Management, Mangalore, India

- Coordinated the participants during the finance events
- Managed the overall work as a team
- Evaluated existing plans and identify opportunities for improvements.

DECLARATION

I declare that the information stated above are true to the best of my knowledge