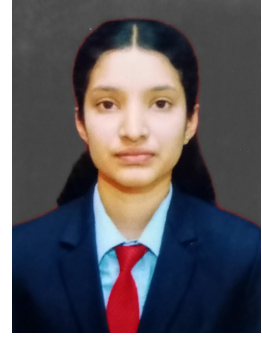


Athmiya Jain  
D/o Sanmathi Jain  
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Kalenja Village, Belthangady Taluk  
Dakshina Kannada District  
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### **Career Objective:**

A self motivated and result oriented B.Com graduate with good knowledge in computer seeking an opportunity in the field of financial accounting and taxation.

### **Key Skills:**

- Excellent knowledge of accounting related concepts.
- Knowledge in preparing accounting related documents like Invoices, bills, purchases, accounts payables and accounts receivables etc.
- Knowledge in tally and MS Excell.
- Ability to prepare journals and vouchers.
- Good communication skills to coordinate with vendors and auditors.

### **Education qualification:**

- ◆ Bachelor of Commerce (B. Com) from SDM College Ujire in 2021 with 62.80% marks.
- ◆ Intermediate from SDM College Ujire in 2018 with 81% marks.
- ◆ Matriculation from Divya Jyothi English Medium School Kayarthadka with 78.88% marks.

### **Certificate Courses:**

- ◆ Short Term Course on Tally ERP 9.
- ◆ Basics of Managing Money - An orientation 4 Hours Online Course.
- ◆ Cisco Networking Academy CCNA v7: Bridging Course.
- ◆ Cisco Networking Cybersecurity Essentials Course.
- ◆ Cisco Networking Academy Entrepreneurship Course.
- ◆ Cisco Networking Academy Get Connected Course.
- ◆ NDG Linux Unhatched Course in the Cisco Networking Academy.
- ◆ Airline Preparatory Course 5 Day Workshop.
- ◆ One Week Short Term Course on Accounting Basics - A Complete Study.
- ◆ Three Days National Virtual Hands on Training - Tally with GST.
- ◆ E-marketing Online Course and Examination on the Topic of E-commerce.

**Certifications:**

- ◆ Completed National Level E-Quiz on "Income Tax" with Score of 83%.
- ◆ Completed Online National Quiz Carnival -2.0 on Cost Accounting Quiz with passing Score of 60%.
- ◆ Completed National Level E-Quiz with 93%, on Physical Education and Sports.
- ◆ Completed National Level E-Quiz on Education with the 60%.
- ◆ Participated and Completed the National Level Virtual Quiz Contest on the topic "Digital Literacy" and Scored 15/15.
- ◆ Participated in 8 Days Python Boot Camp.
- ◆ Participated in the Webinar Overview of Securities Market and Latest Development conducted by the BSE Investors Protection Fund as an Investor Awareness Initiative.

**College Projects:**

- ◆ Tulu Ogatugalu.
- ◆ A Study on Students Perception on Google Classroom in SDM Campus.
- ◆ Income Tax Benefits to LIC Policy Holders- A Case Study on the High School Teachers in Belthangady Taluk.

**Personal Information:**

**Date of Birth:** 20 NOVEMBER 2000

**Gender:** Female

**Languages known:** English, Kannada, Malayalam, Hindi, Tulu

**Hobbies:** Coin Collection, Stamp Collection

**Declaration:**

I hereby declare that all the information provided above is true to the best of my knowledge and understanding.