

# ARRUN RAJAN

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<https://arrunportfolio.netlify.app/>

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## SUMMARY

Enthusiastic and detail-oriented B.Com Accounting & Finance student with a solid foundation in financial principles and accounting practices. Currently in the third year of study, I have developed practical skills in MS Word, MS Excel, MS PowerPoint, Tally ERP9, Tally Prime, and cloud accounting. Proven ability to leverage these tools for accurate financial reporting, data analysis, and efficient management of accounting processes. Eager to apply my knowledge and skills in a dynamic accounting or finance role to contribute to organizational success and further my professional growth.

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## PROJECT

### ATM MACHINE

April 2023

- **Project Leadership:** Directed a team in the design and implementation of a cutting-edge ATM System.
- **Functionality:** Developed features for streamlined cash withdrawals and deposits, servicing one customer at a time.
- **Timely Delivery:** Completed the project on schedule and within budget constraints.
- **Skills Demonstrated:** Showcased leadership, technical proficiency, and effective project management throughout the project lifecycle.

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## EDUCATION

### Vel Tech Rangarajan Dr.Sagunthala R&D Institute of Science and Technology

Bachelor Of Commerce in Accounting & Finance

Aug 2022 - Present

CGPA - 7.7 (Untill 3rd Semester)

### Velammal Matriculation Higher Secondary School

HSC - 67%

2019 - 2020

SSLC - 81%

2017 - 2018

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## ADDITIONAL INFORMATION

- **Technical Skills:** MS Word, MS Excel, MS Powerpoint, Tally ERP 9, Tally Prime and Cloud Accounting, GST
- **Languages:** English,Tamil
- **Certifications:** Master In Professional Accounting (MPA),Financial Analyst Course (Udemy), ICRITCM-2023,Cyber Suraksha Course(TATA Strive)