

AASTHA ANUPRIYA

+91 7979730441 • aasthaanupriya01@gmail.com • <http://www.linkedin.com/in/aastha-anupriya584bb2301>

PROFESSIONAL SUMMARY

Detailed-oriented B.Com Accounting student pursuing ACCA (Skill Level) with strong analytical and financial reporting skills. Experienced in accounting operations, reconciliations, and GST compliance through internships. Proficient in Excel, Tally, and Power BI for data analysis and business reporting. Eager to contribute to tax preparation, compliance processes, and accounting support in a fast-paced professional environment.

EDUCATION

Mount Carmel College (Autonomous), Bangalore, Karnataka <i>Bachelor of Commerce (General), Specialization: Accounting</i> Aggregate : 68.41%	2023-2026
Association of Chartered Certified Accountants (ACCA) <i>Pursuing ACCA qualification (Skill level)</i>	2025-Present
Chinmaya Vidyalaya, Bokaro Steel City, Jharkhand (CBSE) <i>Senior Secondary (Class 12) - Commerce with Informatics Practices</i> Percentage: 80.8% (Best of 5 subjects)	2021-2023
The Pentecostal Assembly School, Bokaro Steel City, Jharkhand (CBSE) <i>Secondary (Class 10) - Percentage: 75.8% (Best of 5 subjects)</i>	2011-2021

INTERNSHIPS

Vivek & Company, Bokaro Steel City, Jharkhand Accounts Assistant Intern <ul style="list-style-type: none">Processed GST-compliant sales and purchase invoices in Tally ERP 9.Recorded accounting transactions (purchase, sales, payment, and receipt entries).Performed bank reconciliation ensuring accuracy between ledgers and bank statements.Maintained vendor and customer ledgers, tracked outstanding balances.Assisted in tax compliance and filing support for small businesses.	May 2025 – June 2025
Asha Lata Vikas Viklang Kendra, Bokaro Steel City, Jharkhand Volunteer – Educational Support <ul style="list-style-type: none">Observed and learned how teachers design and deliver lessons for children with different disabilities, especially for visually impaired (VI) and hearing impaired (HI) students.Gained hands-on exposure to assistive technologies and software used for VI students, such as screen readers and Braille-based tools.Worked closely with caregivers to provide personal attention and emotional support to over 10 children.Contributed to a positive and inclusive learning space focused on education and rehabilitation for disabled children.	Nov 2024 – Dec 2024

CERTIFICATIONS

• Tally with GST, Alpha Tech Academy, Bangalore	Mar 2025
• Data Analytics, Alpha Tech Academy, Bangalore	Sept 2023

TECHNICAL SKILLS

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| • MS Excel | • Power BI |
| • Tally ERP 9 | • Data Analysis |
| • Financial Reporting (Basics) | • Reconciliation |

SOFT SKILLS

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| • Teamwork and collaboration | • Communication Skills |
| • Problem Solving | • Adaptability |
| • Time Management | • Critical Thinking |

EXTRACURRICULAR ACTIVITIES

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| • Core Team Member, Equal Opportunity Cell (Design Sector) |
| • Member of Rotaract Club |
| • RYLA Leadership Camp Participant |