

# BHAVANA V

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## SUMMARY

Motivated and detail-oriented with a strong academic foundation and a passion for continuous learning. Equipped with excellent communication, teamwork, and problem-solving skills developed through academic projects, internships, and volunteer experiences. Eager to contribute to organizational success while gaining practical experience and growing professionally in a dynamic work environment.

## INTERNSHIP EXPERIENCE

### Intern (CA Chethan S G & Co)

Bangalore, Karnataka |  June 2025 – July 2025

- Filed GST returns and prepared income tax returns for clients.
- Processed TDS payments and handled PAN card applications.
- Assisted in preparing compliance documentation for clients.

### Volunteer (The Akshaya Patra Foundation)

Bangalore, Karnataka |  Dec 2024 – Jan 2025

- Supported community development programs with focus on education and welfare.
- Collaborated with teams to organize donation drives and logistics.

### Intern (CA Sudeep Shetty & Co)

Bangalore, Karnataka |  Feb 2023 – Mar 2023

- Recorded purchase/sales vouchers and journal entries in Tally ERP 9.
- Conducted general ledger data entry and basic bookkeeping.
- Supported in GST filing and account reconciliation tasks.

## SOFT SKILLS

- Analytical Skills
- Strong Interpersonal Communication
- Problem Solving & Critical Thinking
- Adaptability & Flexibility
- Workplace Etiquette & Professionalism
- Quick learning Ability

## TECHNICAL SKILLS

- GST filling & Income tax returns
- TDS Payments & PAN Applications
- Tally ERP 9
- Financial Reporting & Analysis
- MS EXCEL
- Bank Reconciliations

## EDUCATION

### Mount Carmel College, Autonomous, Bangalore City University

Bangalore, Karnataka

Pursuing **M. Com (Financial Analysis)** | CGPA: 80% (as of 1<sup>st</sup> Semester)

- Class Representative for academic year 2024–2025.

### BMS College For Women, Bangalore City University

Bangalore, Karnataka

**Bachelor of Commerce (Finance & Accounting)** | CGPA: 9.2 | Graduated: Oct 2024

- Scored 100/100 in Management Accounting & Taxation (6th Sem).
- Received Pratibha Puraskar award for academic excellence.

## ADDITIONAL INFORMATION

- Languages:** English, Kannada and Hindi.
- Certifications:** SAP Finance and Controlling (FICO) – Power User Course (CMA), Tally ERP 9, E-Filing Training (CMA), Microsoft Office (Word, Excel, PowerPoint), Deloitte Data Analytics & Cybersecurity Job Simulations – Forage, Investment Banking Operations – Forage, Banking & Financial Markets – Swayam (IIMB)
- Awards/Activities:** Gold Medal in Abacus (Levels 1–7); State Champion – Level 8