

SERENA JOSHUA



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SUMMARY

A motivated and detail-oriented M.Com graduate with a good foundation in financial accounting, tax compliance, and regulatory requirements with demonstrated research capabilities and commitment to professional excellence. Ability to work collaboratively with senior professionals and independently manage assigned tasks with accuracy and professionalism. Dedicated to advancing my technical knowledge in tax compliance while ensuring outcomes that drive organizational success.

INTERNSHIPS

Centum Electronics Limited, Yelhanka (India), June 2025

- Assisted in preparing and documenting Tax Compliance Procedures. Prepared SOPs and checklists for Direct and Indirect Taxes related to the company.

Ishwar Bhat & Co, Race Course Road (India), July 2025

- Part of the audit team in performing the Statutory Audit for a company.
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SKILLS

- MS Excel, Word, and PowerPoint
 - Power BI
 - Familiar with Filing Returns
 - Tableau
 - Adaptability
 - Teamwork & Communication
 - Analytical & Critical Thinking
 - Multi-tasking & Prioritization
 - Accuracy & Attention to detail
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CERTIFICATIONS

- Data Analytics 2024 MCC
 - MS Excel 2023 MCC
 - Tally Essential Level 1 2022 MCC
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EDUCATION

Master of Commerce | 2024-2026
(Pursuing 2nd Year)

Mount Carmel College, Autonomous

- CGPA: 8.65 (1st year)

Bachelor of Commerce (Professional) |
2021-2024

Mount Carmel College, Autonomous

- CGPA: 8.41