

# R AKSHITHA PRIYA

## BCOM STRATEGIC FINANCE

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**Address:**

Bangalore, Karnataka

*Detail-oriented BCom (Strategic Finance) student skilled in Excel, reporting, documentation, and teamwork. Gained hands-on exposure through academic and internship projects, including data preparation, coordination, and maintaining accuracy in reports. Eager to contribute to Analyst responsibilities and grow within a structured organization.*

## EDUCATION

**BCOM STRATEGIC FINANCE****2023-2026****Mount Carmel College, Bangalore | 73.3%****PUC (Class XII)****2021-2023****Mount Carmel PU College, Bangalore | 87.8%****SSLC (Class X)****2021****ST. Charles High School, Bangalore | 85.6%**

## INTERNSHIP

**Human Resource Intern | Green Bhumi****Feb 2024 – Apr 2024**

- Handled employee data and prepared Excel-based reports with accuracy and attention to detail.
- Coordinated scheduling, documentation, and onboarding processes to ensure smooth operations.
- Maintained organized records and assisted in research and administrative tasks.

## ACADEMIC PROJECTS

**Team Advertising Project — Academic/Practical Project**

- Collaborated with a 4–6 member team to develop an end-to-end advertising strategy for a product launch.
- Conducted basic market and consumer research to identify target audience insights and key messaging.
- Created content, storyboards, and assisted in editing promotional materials using Canva, PowerPoint, and video tools.
- Presented campaign recommendations, improving skills in teamwork, strategic thinking, communication, and problem-solving.

## CERTIFICATION

**Financial Equity Market Analyst***FINLATICS | April 2024*

- Developed a project aimed at implementing environmentally-friendly lab practices
- Researched and implemented sustainable alternatives to hazardous chemicals
- Educated peers on the importance of green chemistry through workshops and forums

**Microsoft Office Specialist (MOS) – Excel 2019 Associate***Microsoft | September 2023*

- Certified in core Excel skills including formulas, data analysis, PivotTables, lookups, charts, and spreadsheet reporting.

## SKILLS

- Strong communication skills (written & verbal)
- Intermediate MS-Excel (PivotTables, Lookups, Data Analysis)
- Basic knowledge of accounting and understanding of financial statements
- Data interpretation & report writing
- Documentation & record-keeping accuracy
- Research and problem-solving skills
- Ability to multitask, prioritize, and work independently & in teams
- Attention to detail