

RIYA ROY

Finance

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SUMMARY

An individual with experience in finance , skilled in communication and client relations . Passionate about building a career in finance , applying analytical and organizational skills to drive results .

EXPERIENCE

09/2024 - ongoing	Accountant Manandi distributors
Bangalore	<p>A textile distribution firm engaged in supplying cloth materials to both local and outstation markets. The company focuses on efficient sourcing, inventory management, and timely delivery of fabrics to retailers, wholesalers, and manufacturing units.</p> <ul style="list-style-type: none">Entered and managed sales , purchases , and credit notes using tally ERPprepared and issued regular and rental invoices accurately and on time.Maintained organized financial records ensuring accuracy and compliance
12/2025 - 08/2026	Operations Beat battalion
Bangalore	<p>Beat battalion is a bengaluru based event management company specialising in organizing college fests. Founded in 2016, it focuses on creating vibrant experiences through curated productions and competitions.</p> <ul style="list-style-type: none">Coordinated end-to-end event operations, including logistics, vendor management, and on-ground execution for large-scale music and cultural events.Streamlined event workflows and team coordination to ensure timely setup, smooth execution, and post-event wrap-up within budget.
08/2023 - 10/2023	Sales Executive Younity
Bangalore	<p>Younity is an ecosystem which focuses on PPPC model for students: professional development, personality development, personal development and career counselling.</p> <ul style="list-style-type: none">•Handling key customers•Reporting to the leader according to the given format

EDUCATION

07/2023 - 05/2026	Bachelors of commerce Mount Carmel college
07/2021 - 03/2023	Commerce - KSEEB MountCarmelpreuniversity college
Date period	SSLC- KSEEB Straceymemorial school

SKILLS

Ms excel	Tally	Word	PowerPoint
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KEY ACHIEVEMENTS

<p>Secured3rd placein beachside breakout event conducted by MCCIIIE (mount Carmel innovation and incubation entrepreneurship center)</p> <p>An inter class college competition where you will find a world where innovation is the currency of survival there are two rounds which is rapid fire round and presentation in which out of 10 teams we won third place.</p>	<p>Best communicator</p> <p>Received certificate for excellent communication skills from younity</p>
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COURSES

MS.Excelfrom NICT pvt ltd .