

ADEEBA SHAKEEB

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ABOUT

BCom Strategic Finance (US CMA) Student with Analytical and Organizational skills, pursuing US CMA. Interested in Financial statutory , Relational management , Financial compliance and Data Analysis , with knowledge of finance, Analysis, Finance risk management . Quick learner who thrives in fast-paced, collaborative environments. Passionate about fostering inclusive workplaces and enhancing organization effectiveness.

EDUCATION

MOUNT CARMEL COLLEGE AUTONOMOUS

BCom Strategic Finance with US CMA

2023- till date

CGPA : 7.7 / 10

2021-2023

CMR NATIONAL PU COLLEGE

II nd puc | percentage : 88 %

ST.MARY'S PUBLIC SCHOOL

10TH Standard

2021

Percentage:88%

EXPERIENCE

HR intern at Arcutrus Technologies

Conducted initial screening and scrutiny of candidates for applied roles. Created and maintained a database of rejected candidates for future reference. Built and nurtured relationships with external recruitment agencies to source potential candidates when required.

SKILL

Good communication	Leadership quality	Ms-office
Problem solving	Time management	Ms-excel
Critical thinking	Team member	Power BI
Public relations	Client management	

CERTIFICATE

- Power BI
- HR Analytics - introduction by upgrad (ongoing)

EXTRA CURRICULAR

Core team member of Student council

Sports Captain in School

Registration Core team member of sponsorship and stalls

Kannada Sangha Member

PR team Subhead

CEE association core team

Sports captain in school