

# ASHISH S SWAMI

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## WORK EXPERIENCE

### Internship - CP ASSOCIATES, Auditor & Tax consultant

- Gained practical experience in financial accounting using Tally with GST, focusing on data entry, invoice processing, and GST compliance.
- Gathering and organizing financial data using Excel.

### Internship – GLOBAL QUEST TECHNOLOGIES

- Assisted in coordinating CSR programs and community engagement initiatives to enhance the company's social impact.
- Contributed to employee engagement activities and helped organize internal events.

## EDUCATION

### MOUNT CARMEL COLLEGE AUTONOMOUS, BENGALURU, KARNATAKA

2024-2026

MBA / Bengaluru City University, Bengaluru

### MES INSTITUTE OF MANAGEMENT, RAJAJINAGAR, BANGALORE, KARNATAKA

2020-2024

B.com / Bengaluru City university, Bengaluru

### MANGALORE INDEPENDENT PU COLLEGE, BENGALURU, KARNATAKA

2018-2020

PU2 / COMMERCE (EBABm)

### SAANDIPINI HI - TECH SCHOOL, BENGALURU, KARNATAKA

2017-2018

SSLC /10<sup>th</sup> CBSE

## CERTIFICATIONS

- Tally Essential Level 2, Tally Education Pvt.Ltd.
- Advance MS Excel, NICT Computer Education
- Future Skills Program, TNS INDIA Foundation
- Business Ethics, Saylor.org
- International Marketing, Saylor.org
- Digital Skills: Digital marketing (Accenture), Future Learn
- Ideas for a better world (British Council), Future Learn

## SKILLS AND CAPAILITIES

- Strong communication
- Time management
- Teamwork and collaboration
- Accounting
- Microsoft office(Word, Excel, PowerPoint)
- Power BI
- Problem solving
- Critical thinking
- Adaptability
- Attention to detail

## LANGUAGES

ENGLISH

HINDI

KANNADA