

# KANNIKA D S

FEMALE, 20

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EDUCATION			
B.COM(INDUSTRY INTEGRATED)	2023-26	Mount Carmel College, Bengaluru	86%
PUC (Class XII)	2023	Vidya Mandir Ind. PU College, Bengaluru	96%
SSLC (Class X)	2021	Mother Teresa High School, Bengaluru	98%

## INTERNSHIP

- Intern, **Poojari & Associates**, Bengaluru May, 2025  
A Chartered Accountancy firm offering services in accounting and taxation.
- Performed Tally ERP entries and assisted with uploading documents on the GST portal.
  - Reduced workload for full-time staff and ensured timely data input for tax filing processes.
  - Received appreciation from the team for accuracy and quick learning during the internship period.

- Intern, **The Mysore Electrical Industries Limited**, Bengaluru May-June, 2024  
A leading government manufacturer of electrical switchgear and other industrial equipment.
- Gained practical exposure to the functioning of an industrial and corporate environment.
  - Observed internal control procedures and compliance activities.
  - Learned about the company's manufacturing operations and cost management systems.
  - Understood coordination between finance, production and administrative departments.

## ACADEMIC ACHIEVEMENTS AND AWARDS

- Awarded the **Mount Mary Scholarship** by Mount Carmel College for excellence in academics in the first two years of undergraduate studies.
- Awarded the **Certificate of Merit** for academic excellence in PUC by Vidya Mandir Ind. PU College.

## POSITIONS OF RESPONSIBILITY

### School Prefect, Mother Teresa High School

- Maintained discipline and ensured adherence to school rules during assemblies and events.
- Contributed to creating a positive and organised school atmosphere.

### Class Representative, Mother Teresa High School

- Facilitated communication between teachers and students.
- Initiated and coordinated events including exhibitions, annual day functions, enhancing overall student participation.

### Team Leader, Kho-kho Sport, Mother Teresa High School

- Led the sports team for the Rohini House and coordinated practice sessions.

## EXTRA -CURRICULAR ACTIVITIES AND ACHIEVEMENTS

- Member of **Kannada Sangha & Math Association Design Team**, Mount Carmel College – Contributed to digital content pieces of various cultural fests & activities.

- Awarded the **Best Outgoing Student** by Vidya Mandir Ind. PU College,2023 for overall contribution in academics and co-curricular activities.
- Won various individual & team sports awards during school for excellence.

#### CERTIFICATIONS

- Advance Excel Course- Microsoft Certification

#### OTHER INFORMATION

- Proficient in MS Office tools such as Word, Excel, PowerPoint.
- Proficient in Tally ERP & GST Portals.
- Strong teamwork & collaboration, communication, organizational, project & team management skills.