

# DEEKSHA KARUNAKARAN

## ASPIRING OPERATIONS & FINANCE ANALYST

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### CAREER OBJECTIVE

“Motivated B.Com student with a strong interest in finance and operations seeking an Operations Full-Time Analyst role. Eager to leverage analytical, problem-solving, and project management skills to drive operational excellence, support risk and compliance initiatives, and contribute to innovative solutions. Skilled in Excel, PowerPoint, and problem-solving, with a commitment to delivering measurable results in a collaborative, fast-paced environment.”

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### EDUCATION

<b>Bachelor of Commerce (B.Com)   Percentage : 79 (Aggregate)</b>	<b>2023 - Present</b>
Mount Carmel College, Autonomous	
<b>Class 12 (Commerce)   Percentage : 94</b>	<b>2021 - 2023</b>
ASC PU College (Affiliated to Department of Pre-University Education)	
<b>Class 10 (State Board)   Percentage : 79</b>	<b>2011 - 2021</b>
St. Ann's High School (Affiliated to Karnataka School Examination and Assessment Board)	

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### SKILLS

#### TECHNICAL SKILLS:

- Microsoft Excel – Formulas, PivotTables, VLOOKUP/XLOOKUP, data analysis, charts
- Microsoft PowerPoint – Creating professional presentations and reports.
- Familiar with Power BI and Tableau for data visualization and reporting.
- Microsoft Office Suite and Google Workspace
- Tally and SQL (Working Knowledge)

#### SOFT SKILLS:

- Attention to detail and accuracy
- Project Management
- Analytical and problem-solving ability
- Leadership & Initiative
- Effective communication
- Teamwork and collaboration
- Adaptability and willingness to learn

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### CERTIFICATIONS:

Advanced Excel with Microsoft Certification.

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### VOLUNTEER & COMMUNITY ACTIVITIES:

NSS Community at MCC, Arts and Decor Association and National Cadet Corps

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### LANGUAGES

English, Kannada, Sanskrit, Tamil