

# R SUSHMITHA

+91 9108164104

Sush104rays@gmail.com

<https://www.linkedin.com/in/sushmitha-rays/>

Bengaluru, Karnataka

Motivated MBA candidate with a detail-oriented approach, effective communication skills and adaptability. Equipped with foundational understanding of auditing and financial concepts. A quick learner with a collaborative team spirit who ensures high-quality, dependable outcomes. Eager to contribute meaningfully to organizational goals while continuously developing knowledge, skills, and professional capabilities.

## EDUCATION

### MBA | FINANCE & BUSINESS ANALYTICS

Mount Carmel College | 2024 – 2026

### B.COM | 9.5 CGPA | FINANCE & ACCOUNTS

Kristu Jayanti college | 2021 - 2024

### PUC | 88%

Reva Independent PU College | 2018 – 2021

### SSLC | 86%

New Baldwin School

## EXPERIENCE

### BHARADWAJ & HOSMAT, CHARTERED ACCOUNTANTS

#### INTERNSHIP IN AUDIT AND TAXATION (1 MONTH)

- Managed audit and accounting tasks: Sales & Purchase Vouching, GST & ITR filings, and DIR-3 KYC compliance.
- Worked with Tally Prime, Winman CA ERP, tax portals, and Excel for record keeping and reconciliations.
- Gained knowledge of Accounting Regulatory and Compliance Practices Enhancing my analytical, communication, problem solving, and time-management skills

### HINDUSTAN AERONAUTICS LIMITED

#### INTERNSHIP IN FINANCE (1 MONTH)

- Gained exposure to various finance functions and assisted in Bills Receivable process.
- Worked with MS Excel for invoice tracking and documentation. Handled scanning, sorting, and recording project bills and BOCs.
- Developed skills in finance processes, adaptability, teamwork, time management.

## SKILLS

- Audit & Accounting Fundamentals
- Microsoft Excel (Advanced), Word, PowerPoint
- Power BI & Tableau
- Canva – edits
- Financial Modeling (Basics)

---

## CERTIFICATIONS

- “BUSINESS ANALYTICS WITH EXCEL” | Skillup by Simplilearn
- “CORPORATE LAWS” | VAC - Kristu Jayanti College
- NEGOTIATION SKILLS AND CONFLICT MANAGEMENT | Saylor academy

---

## EXTRACURRICULAR AND ACHEIVEMENTS

- NSS Volunteer for 3 years – actively participated in social service and community outreach programs.
- Participated in various intra collegiate management fests, enhancing professional and interpersonal skills.
- Received Meritorious Award for the year 2018-19.

---

## LANGUAGES

ENGLISH | KANNADA | TAMIL | HINDI

---