

# SEEMA SHREE K

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 LinkedIn

## CAREER SUMMARY

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A driven and meticulous B.Com (BPS) student with excellent academic standing and practical internship experience in financial reporting, auditing, and taxation. looking for chances to use my accounting, organising, and analytical skills in a professional setting while promoting process effectiveness and company expansion. devoted to lifelong learning and producing accurate, dependable, and honest results.

## POSITIONS OF RESPONSIBILITY

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### **As Member (Event CUL - AH) for Year 2024- all India inter-collegiate cultural festival**

- Coordinated logistics, scheduling and resource management to ensure smooth execution of multiple activities.
- Appreciated by faculty and organisers for efficient event handling and teamwork under tight deadlines.

### **Commerce Association, Logistic sector**

- Oversaw event logistics, including venue setup, materials arrangement and coordination. Streamlined operational support to facilitate the successful conduct of commerce - related activities.

### **Remedial Class Coordinator**

- Conducted remedial classes for juniors in FA subject, helping improve understanding and performance.

## ACADEMIC PROJECTS

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### **Management by Principles**

- worked as a team member on a MBP project, analysing key business principles and their application in real world organisational settings. The project included research, case study evaluation and a final group presentation.

### **AMFI (Association of Mutual Funds in India)**

- independently researched the role of AMFI in regulating and promoting mutual funds in India. The project was focused on investor awareness initiatives, regulatory guidelines and the growth trends of the Indian mutual fund industry.

### **Child Rights Trust NGO**

- visited the ngo, interacted with beneficiaries and submitted a detail report summarising observations and learnings.

## EDUCATION

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**Bcom BPS, Mount Carmel College**

CGPA: 8.3/10

2023 – Present

Bangalore, India

**KSEAB (Class XII), Vidya Mandir College**

PERCENTAGE: 97/100

2023

Bangalore, India

**KSEEB (Class X), Hymamshu Jyothi Kala Peetha**

PERCENTAGE: 95/100

2021

Bangalore, India

## **INTERNSHIPS**

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### **BALU & ANAND CA, Summer Intern**

Balu & Anand CA - A reputed Chartered Accountancy firm specialising in audit, taxation and compliance services.

05/2023 – 10/2023

Bangalore, India

- Accountant Assistant - Assisted seniors, Chartered Accountants in audit, taxation, and compliance tasks while maintaining accurate records of daily activities.
- Contributed to accurate audits, tax filings individuals, improving process efficiency and ensuring reliable client reporting.
- Prepared profit and loss statements and Balance sheets for clients as part of audit and accounting.
- Ensured accuracy in financial reporting, supporting better decision-making and statutory compliance for clients

## **ACADEMIC ACHIEVEMENTS AND AWARDS**

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- Awarded the scholarship by the Kshatriya Sangha for excellence in academics.
- Awarded Prathiba Puraskar award for excellence in class X by Durgaparameshwari tutors, year 2021
- Received a certificate of completion and monthly stipend in recognition of consistent performance during internship

## **LANGUAGE**

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**English** — Fluent

**Kannada** — Fluent

**Telugu** — Native

**Hindi** — Basic

## **STRENGTHS**

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- Communication skills
- Leadership
- Adaptability

## **EXTRA-CURRICULAR ACTIVITIES AND ACHIEVEMENTS**

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- Event participation
- Associations
- Volunteering and social work

## **OTHER ACTIVITIES**

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- Passionate about reading novels with a focus on literature.
- Watching documentary.