



# DEEPTHI MN

## CONTACT

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## SKILLS

- Financial literacy
- Excel
- Power BI
- Tableau
- Strong communication
- Time management
- Leadership
- Problem solving
- Tally ERP 9
- Bank reconciliations
- Attention to detail

## LANGUAGES

- English
- Kannada
- Hindi
- Telugu
- Tamil

## HOBBIES

- Cooking
- Travelling
- Trekking

## CERTIFICATIONS

- Alpha Tech Academy – Data Analytics, 2022-2023



## PROFILE

Motivated and detail-oriented final-year commerce student with hands-on internship experience in accounting and financial reporting. Skilled in Tally, Excel, and ERP tools with a strong understanding of financial statements, budgeting, and basic auditing. Eager to contribute to a dynamic finance team and grow within the corporate finance sector.



## WORK EXPERIENCE

### INTERNSHIP

MAY 25 - JUNE 25

#### IEEE Finance Intern

- Supported month-end closing processes by reconciling accounts and entries.
- Prepared bank reconciliations and journal entries to record transactions in the general ledger.
- Processed vendor invoices using accounting software and maintained accurate records.
- Participated in team meetings to discuss project progress and strategy implementation.
- Worked well in team environments as well as independently.
- Maintained positive working relationships with fellow staff and management.
- Participated in training sessions to enhance job skills and knowledge.



### VOLUNTEER

OCT 24 - MARCH 25

- Supported students in learning activities and provided individual guidance.
- Organized and maintained a positive learning environment in the classroom.
- Developed engaging activities that encouraged student participation in class discussions.
- Provided one-on-one tutoring sessions.
- Created lesson plans and instructional materials tailored to student needs.



## EDUCATION

### Bachelor of Commerce

2023 - 2026

Accounts and finance | Mount Carmel College

CGPA: 8/10

### 12th Grade

2021- 2023

MSBA| Seshadipuram PU College

93.5%