

RIDA ALMIRA LABBI

B.COM (IAF) | FINANCE & ACCOUNTS - AUDIT ASSOCIATE

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CAREER OBJECTIVE

I want to build my career as an Audit Associate by using my strengths in accuracy, risk awareness, and clear communication to support audits of financial statements under international standards. I'm eager to contribute by ensuring compliance, accuracy, and consistency, while working closely with global teams. My goal is to grow with KPMG Global, deliver quality audit support, and keep improving the way processes are done.

Education

Mount Carmel College Autonomous B.COM International Accounting and Finance - 3 rd year CGPA - 7.1	2023 - 2026
New Baldwin International Pre-University Commerce - Economics, Business Studies, Accountancy, Computer Applications. 12th - 86%	2021 - 2023
Cambridge School 10 th - 80.33%	2009 - 2021

Certifications

- **Excel (Advanced):** Data handling, reconciliation, Pivot table
- **MS Word:** Tables, Formatting
- **Tally Prime:** Journal entry, vouchers, ledger (BASICS)
- **Emotional Intelligence:** Teamwork & communication
- **AI Tools (ChatGPT & others):** Business tasks

Professional Experience

EFT – Coach Manchal Kalra Digital Operations Intern Oct 2024 – Jan 2025 <ul style="list-style-type: none">• Managed digital operations using MS Office, Excel, Canva, TagMango, ClipChamp, and social media tools.• Handled client communications, customer data, Zoho receipts, and Zoom sessions.• Designed and updated website, ensuring batches sold out with positive reviews.• Developed communication, teamwork, adaptability, and digital marketing skills.	Oct 2024 - Jan 2025
Entrepreneur Development Project <ul style="list-style-type: none">• Conceptualized, baked, and branded brownies as a self-initiated experiment.• Sold products on Church Street, managing operations and customer interactions.• Generated revenue and profit, gaining hands-on experience in entrepreneurship and marketing.	May 2024

Skills

- **Communication:** Effective written, verbal, and client interactions. (Language - English, Hindi, French, Urdu)
- **Teamwork & Collaboration:** Coordinating with peers and stakeholders to achieve process goals.
- **Adaptability:** Handling multiple tools, tasks, and changing priorities efficiently.
- **Time Management & Multitasking:** Managing deadlines and customer data.
- **Creativity:** Self-driven experiments.