

SNEHA D

CONTACT



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SKILLS

- Effective Communication
- Leadership skill
- Adaptability and Flexibility
- Managerial skill

LANGUAGES

- English
- Kannada
- Tamil
- Hindi

OBJECTIVE

To launch a career in the field of Finance and leveraging my educational background to analyse data , derive insights, and drive informed Decision making for the organisation's Growth and competitiveness.

EXPERIENCE

12/05/2025

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23/05/2025

Finance Assistant

AVI Publishers (Internship)

- Handled invoice processing and payment follow-ups efficiently.
- Assisted the Finance Team in financial data management, reporting, and operational support.

EDUCATION

2023 -
2026

BCom General

Mount Carmel College Autonomous
78%

2023

PUC (SEBA)

Mount Carmel PU college
82.17%

2021

10th ICSE

Kenneth George English School
77%

CERTIFICATION COURSES

Certified for completing hands on masterclass for professional In office Tools Management

- Microsoft Office Tools – Gained hands-on experience in managing professional office tools for efficient workplace productivity.
- Advanced Excel – Acquired skills in data analysis, formulas, pivot tables, and advanced functions for effective data management.

Certified in Basic concept of Digital Marketing

- Learned basics of SEO, social media, and online marketing.

Certificate of Achievement in Leadership and teams

- Learned core leadership skills for managing and motivating teams.
- Gained knowledge in teamwork, collaboration, and decision-making.