

J.Keerthana

Article assistant



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📍 TMS puram,Nagal Nagar,
Dindigul

in <https://www.linkedin.com/in/keerthana-j-64bba3281>

📋 OBJECTIVE

Seeking internship in an organisation where I can grow in terms of knowledge, skills and attitude and put to an effective use my analytical abilities and professional competence in the areas of accounting , taxation and auditing so as to align self-development with organisational development.

🌐 LANGUAGES

Tamil	● ● ● ● ●
English	● ● ● ● ●
Telugu	● ● ● ● ●
Hindi	● ● ● ● ●

💡 SKILLS

- Tally prime with gst
- Microsoft word
- Microsoft excel
- Microsoft PowerPoint
- Microsoft windows

🎓 EDUCATION

CA intermediate Nov 23- written and waiting for results

CA foundation

ICAI

11/2021

Cleared in 1st attempt with 51 %

B com (general)

Indira Gandhi National Open University
present

12th std - Biomaths

St. Joseph's girls higher secondary school
05/2021 | Dindigul

Cleared with 94.6%

10th std

St.josephs girls higher secondary school
05/2019 | Dindigul

Cleared with 94.6 %

📄 CERTIFICATES

Diploma in computer application

Dhakshina Bharat Hindi Prachar Sabha
Level 8 (final)

📖 COURSES

Integrated course on Information Technology and Soft skills

ICAI

Orientation course

ICAI

🏠 ORGANIZATIONS

EEC Club

Member

Eduelite Ensemble club formed by our fellow classmates who are in various fields to provide Carrer guidance programme for school students. We have provided guidance programme for almost 200+ students in 3 schools so far.
Instagram handle: eduelite_ensemble_club