

# B. MADHU MITHA

A highly dedicated individual who is willing to work in a challenging environment and function as an important asset to the organization. I aspire to work as an effective team member in your company. I look forward to obtain are respectable position which would enable me to use my strong educational background and ability to contribute effectively in pursuit set of corporate goals and value to the company.

## EDUCATION

### B.Com (Business Analytics)

Kristu Jayanti College

Bangalore / Karnataka / 80% aggregate  
(2022)

### PYTHON TRAINING AND PROJECTS

COMPLETION

(Trishana Technologies)

Bangalore / Karnataka

### II Pre- university Examination

New Horizon PU College

05/2018 - 05/2019

Bangalore / Karnataka / 75%

### Secondary Education

Tunbridge High School.

06/2016 - 03/2017

Bangalore / Karnataka / 65%

## ORGANIZATIONS

Headed a sports event for THE MUDALIAR SANGHAM

Assistant Accountant at Aravind Traders (part time)

Accenture : July 2022 - Present, Bangalore, India

## PERSONAL STRENGTHS

A team player who is self disciplined, creative, highly dedicated helpful and have the ability, interest and motivation to learn and apply skills.

Ability to work in group as well as individually.

Good at adapting myself to new challenges

## ACHIEVEMENTS

- ◆Received Second prize for Relay in Tunbridge High School.
- ◆Received Participation prize for Throw Ball in Tunbridge High School.
- ◆Received Second prize for Chess in New Horizon PU College.
- ◆Received third prize for Quiz in Kristu Jayanti College.
- ◆Received Participation Prize for Rural Thrive in Kristu Jayanti College.
- ◆Received course certification of participation in krayonz internship for completion and certification of participation.
- ◆Received course certification of value -added course on 'career Building through Knowledge Acquisition'

## WORK EXPERIENCE

Accenture : July 2022 - Present, Bangalore, India

- All new contractors and temporary staff are procured and maintained within the IQNavigator.
- Requisitions are created in IQNavigator when contract labours are required.  
A requisition includes sufficient information regarding the available position to enable appropriate resources to be identified.
- Work orders are created in IQNavigator to offer a position to a candidate once they have been selected and It is created from a Requisition.
- Invoicing within IQNavigator is an integrated and automated functionality. It will automatically convert the approved time and expenses into an invoice. Invoice is sent to SAP electronically (pre approved) and payment is made to suppliers as per the agreed payment terms.



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## SKILLS

Problem Solving

Adaptability

Decision Making

Microsoft Word

Microsoft Power point

MS Excel Basics

Marketing

Analytical Skills

## LANGUAGES

English

Native or bilingual proficiency

Tamil

Native or bilingual proficiency

Kannada

Native or bilingual proficiency

Hindi

Native or bilingual proficiency

## INTERESTS

Fitness

Travailing

Batmintan

Cooking

Dancing

Painting

Craft work