

TANAYA PARKHE

Address :- A1/9, Sarita Vihar Apartment,
Near Navshya Maruti Mandir,
Pune - 411030

Contact :- (+91) 7028693195

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CAREER OBJECTIVE:

Seeking a challenging opportunity where I will be able to utilize my strong organizational skills, educational background and ability to work well with people, which will allow me to grow personally and professionally.

EDUCATIONAL ATTAINMENT:

Name of Course	University	Year of passing	Percentage
B.COM	Savitribai Phule Pune University	April 2020	52.66%
H.S.C	Pune Divisional Board	February 2016	61.08%
S.S.C	Pune Divisional Board	March 2014	73.00%

SKILL SETS:

- Quick Learner
 - Problem Solving
 - Time Management
 - Self-Motivated
 - Dedicated
 - Hardworking
 - Communication Skills
 - Interpersonal Skills
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COMPUTER SKILLS:

- Oriented in Microsoft Office Applications such as:
 - Microsoft Office Excel
 - Microsoft Office Word
 - Microsoft Office Power point

TECHNICAL SKILLS:

- Thorough knowledge in Accounting and Financial Management
- Proficient in data analysis with MS Excel
- Sound knowledge in Income Tax , GST and Finance

PERSONAL DETAILS:

Name : Tanaya Vinayak Parkhe

Date of Birth : 26/07/1998

Civil Status : Unmarried

Linguistic Proficiency : English, Hindi, Marathi (Written & Spoken)

Hobbies : Listening to Music, Gardening, Cooking,
Gathering new information and keeping myself updated

DECLARATION:

I hereby declare that all above information is correct and true to the best of my knowledge.

Date:

Place: Pune, India

(Tanaya Parkhe)