

Bhargavi A.R



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Profile

Dedicated to empowering learners through the integration of laughter and language, fostering fluency and instilling a sense of enjoyment. A highly versatile professional adept at efficiently utilizing a diverse range of skills.

Work Experience

03/2023-08/08/2023
Bengaluru, India

Language Trainer **RNOORAHS PVT LTD**

- Developed and implemented a comprehensive curriculum for IELTS preparation, resulting in a remarkable 95% success rate among students achieving 7.5-8 bands.
- Conducted personalized coaching sessions with students, identifying areas of improvement and leading to significant progress in language proficiency and improved test scores.
- Organized and facilitated group workshops on Grooming, Etiquette, and Accent Neutralization.
- Facilitated mock exams, simulating realistic test conditions and equipping students with effective test-taking strategies.

04/2020 – 10/2022
Bengaluru, India

Credit Analyst **LKQ INDIA PVT LTD**

- Conducted credit analysis by utilizing credit reports and internal templates to establish credit accounts for customers, showcasing meticulous attention to detail and adherence to quality standards (achieving a 96-100% accuracy rate).
- Consistently exceeded production Key Performance Indicators (KPIs) throughout 2021 and was awarded the Spot Award for outstanding performance in August 2021.
- Resolved inquiries from European branch customers through effective communication via email and phone, collaborating with overseas branches to gather necessary information.
- Led a successful audit inspection, resulting in error reduction and the achievement of team KPIs for 2022.
- Processed BACS payments and ensured accurate allocation to the appropriate customers based on remittance details or client email confirmation.
- Collaborated with the HR department in updating performance evaluation tools, setting up goal frameworks on relevant tools.
- Assisted the Team Leader and HR with the accurate updation of payroll and identifying discrepancies in the same.

08/2017 – 12/2019
Bengaluru, India

Articled Assistant **SBMY & Co LLP**

- Completed monthly and quarterly GST filings for a diverse client base consisting of over 50 entities.
- Facilitated the seamless migration of businesses from the VAT system to GST, proficiently handling all correspondences pertaining to GST notices received from the regulatory department.
- Successfully managed the registration process for newly established businesses on the GST portal.

Work Experience

- Thoroughly monitored and meticulously documented the organization's various GST-related activities.

Education

06/2023 – present
Bengaluru, India

English | M.A

Karnataka Open State University

Currently pursuing M.A in English to fuel my passion for linguistics and literature

06/2014 – 07/2017
Bengaluru, India

Business & Finance | B.com

PES University - 8.0 CGPA

As a Bachelor of Commerce graduate, I have gained a comprehensive understanding of financial management, accounting principles, and human resource management equipping me to excel in various roles within the realms of commerce and financial decision-making.

- Organizational Behavior
- Corporate Finance
- Cost Accounting
- Capital Markets and Securities Laws

06/2012 – 05/2014
Bengaluru, India

Commerce | PUC

PES University - 80 %

As a PUC (Pre-University Course) holder in commerce, I have developed a strong foundation in business concepts and financial principles, preparing me for further studies and a potential career in the commerce field.

Strengths

Adaptable

Conflict Resolution

Attention to detail

Multilingual

Intercultural competence and cultural sensitivity

Effective Communication

Learning Agility

Results driven

Public speaking

Skills

Problem-solving abilities

Time management

Technologically
Adept

Performance
Management Systems

Cash applications (O2C)

Excel (VBA)

Proficiency in Microsoft
Office

Rimilia Payments

Tableau (Beginner)

Power BI (Beginner)

Languages

English



French (A1)



Telugu



Tamizh



Kannada



Hindi



Malayalam





Certificates

05/2023

French A1 Alliance Française de Bangalore

Currently learning French A1 certification from Alliance Française de Bangalore to help with my DELF A1 certification

08/2018

IICITSS (Integrated Course on Information Technology)

ICAI

Demonstrated expertise in technical knowledge and essential soft skills essential to excel in the field of information technology through certification where multiple tools like Excel, Powerpoint, Tally, were covered.

07/2023

TESOL Professional Certificate

**Arizona State University
(Coursera)**

This specialization offers me a comprehensive master modern communicative techniques for engaging students in multiple English language learning environments. and to develop sound lesson plans.



Hobbies



Exploring various
philosophies



Reading Manga and
Poetry



Capturing moments



Engaging in Martial Arts



Volunteering for Animal
Causes



Equipping new skills

I hereby declare that all the details provided above are true to the best of my knowledge and belief.

Date : 28/08/2023

Place : Bengaluru

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