

KHASHEEN FATHIMA R

DOB:10/09/1996

Female

Objective

As a recent postgraduate, I am seeking a role that allows continuous learning and also aids in perfecting my skills. I can assure you of a highly reliable work skill set. I am looking forward to growing as a financial professional through the job.

Educational Background

M.com 2018-2020
Justice Basheer Ahmed Sayeed College for Women

CMA Inter level 2016-2018
The Institute of Cost Accountants of India

CA Inter level(1st group) 2014-2016
The Institute of Chartered Accountants of India

B.com 2014-2017
University of Madras

12th(Commerce with maths) with 93% 2012-2014
Padma Seshadri Bala Bhavan Sr. Sec. School (CBSE)

10th with CGPA 9.4 2006-2012
Padma Seshadri Bala Bhavan Sr. Sec. School (CBSE)

Pre-schooling 1999-2006
DAV Public School

CONTACT



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KEY SKILLS AND COMPETENCIES

Professional

- Leadership and collaborative skills
- Interpersonal skills
- Computer skills (Word, Excel, Python, Tally)
- Time management
- Decision making

Personal

Diligent Proactive Persistent
Adaptive to change Self-motivated
Observant Reliable Good EQ

Additional Education and Certifications

Islamic Banking : Principles, Practices and Risk Management	2020
The Islamic Research and Training Institute	
Python for Data Analysis (Basics)	2019
Leadership from NPTEL	2019
Services Marketing: A Practical Approach from NPTEL	2019

Internship and Project

- **Summer Internship**

Organization: Indian Overseas Bank (K K Nagar)
Duration: 21 Days

- **Academic Project**

Title: Medical Tourism in India

Work Experience

Accounts Executive

Green Pearl Education Management Corporation
Pvt. Ltd. (SRM Group) | Dec 2020 - Sep 2021

- Accounts & Finance - Project Accounts;
Statutory Compliances: Reconciliations;
Budgetary Controls and MIS

Extra- Curricular Activities

Active participant in School and College Co-Curricular Programs and Clubs.

Languages

English, Hindi, Urdu, Tamil

Reference

Dr. Bhooma

Associate Professor, JBAS
College for Women, Chennai
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