

Varun S

Job seeker currently living in Bengaluru / Bangalore

GET IN CONTACT

To succeed in an environment of growth and excellence and earn a job which provides me job Satisfaction and self development and help me achieve personal as well as organization goals.
I seek challenging opportunities where I can fully use my skills for the success of the organization.

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PERSONAL DETAILS

Current Location	Bangalore/Bengaluru, Karnataka
Date of Birth	Dec 01, 2001
Gender	Male
Marital Status	Single/Unmarried

SKILLS

Time Management
Multi Tasking
Detail Oriented
Collaboration
Team work

STRENGTH

- Always ready for learning new things.
- Positive attitude, dedication to work and punctuality.
- Adaptability to changing environments.

TECHNICAL SKILLS

- MS Office
- Ms World
- Excel
- Powerpoint
- Tally
- Accounting
- Nudi

LANGUAGES KNOWN

- English
- Kannada
- Hindi

COURSES & CERTIFICATIONS

- Completed Tally Prime & ERP9 Training From Canara Bank, Malleshwaram

EXPERIENCE

Attica gold pvt ltd

Virtual manager cum aaccountent
(24 January 2023 - Currently working)

Manage and prioritize our partners' schedules to ensure that their time is focused on critical, strategic issues. Coordinate communications, track and follow up on requests, and identify those of importance which require immediate attention.

EDUCATION HISTORY

Graduation

Course	B.Com(Commerce)
College	Vivekananda Degree College of science commerce and arts
Year of Passing	2019 Discontinued

Class XII

Board	Karnataka
Medium	English
Year of Passing	2019
Grade	60-64.9%

Class X

Board	Karnataka
Medium	English
Year of Passing	2017
Grade	65-69.9%

OTHER INTERESTS

Bird breeding
Listening to music

DECLARATION

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