**RIYA .T. SHAH**

**The Ashoka cycle stores,**

**No. 8A main bazaar**

**Salem- 636001**​

**EMAIL: riyashah3197@gmail.com**

**MOBILE No: +919442262955**​​​

**Objective:**

To work in a dynamic environment that provides me with a wide range of exposure and experience in the field of accounts and finance and serve the organization to the best of my ability and efficiency.

**Educational & Professional Qualification:**

● Class X – State Board:

|  |  |  |
| --- | --- | --- |
| School | Year | Percentage |
| Cluny mat. hr. sec. School | 2012 | 75% |

● Class XII – State Board:

|  |  |  |
| --- | --- | --- |
| School | Year | Percentage |
| Cluny mat. hr. sec. School | 2014 | 86% |

Pursuing 3rd year B COM (Accounting & Finance) in MOP Vaishnav College for Women

|  |  |
| --- | --- |
| SEMESTER | CGPA |
| 1st | 7.0 |
| 2nd | 6.8 |
| 3rd | 6.8 |
| 4th | 6.5 |
| 5th | 6.8 |
| 6th | 7.2 |

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**Work Experience :**

One month summer internship at Hansa Cine Equipments- Chennai

Division: Accounts & Marketing

**SEMINAR AND COURSES :**

Summer internship course entitled MARKETING COMMUNICATION AND BUSINESS DEVELOPMENT

Workshop on STORES MANAGEMENT

Inter-departmental education – TOURISM MANAGEMENT

Business analysis – Ms excel

E-FILING

**Computer knowledge:**

● Working knowledge in Ms Office

● Basic working knowledge in TALLY

**Hobbies:**

● Badminton

● Swimming

● Dancing

**Strength:**

Good team player.

**Personal details:**

Age & Date of Birth: 20 years, 31/1/1997.

Gender: Female

Nationality: Indian

Languages : English, Hindi,

               : spoken Tamil,Basic French .

Father’s name : Tejash M Shah

Mother tongue : Gujarati

**Declaration:**

I hereby declare that all the statements made in the application are true and complete to the best of my knowledge and belief.

**RIYA.T.SHAH**

**DATE:**

**PLACE:**CHENNAI