# Richa Kushwaha

Lucknow, Uttar Pradesh - Email me on Indeed: indeed.com/r/Richa-Kushwaha/275c5c0a9c914b5b

Seeking a challenging career as an accountant in a progressive organization to enhance my accounting and financial management skills.

Willing to relocate: Anywhere

#### WORK EXPERIENCE

### Accountant

One Year Experience Computer Operating With HIIT Computer Orai Oct 15 to Sept 16.

### Personality Traits:

- Hard working.
- Willingness to learn new things.
- Disciplined & good etiquette.
- Positive Thinker.

#### **EDUCATION**

#### M.COM

Bundelkhand University 2017

### **PG** Diploma of Accountant in Accountant

Govt. Polytechnic orai 2016

## **B.COM**

Bundelkhand University 2015

#### **SKILLS**

Excel (Less than 1 year), MS Excel (Less than 1 year), MS office (Less than 1 year), MS PowerPoint (Less than 1 year), MS Word (Less than 1 year)

## ADDITIONAL INFORMATION

#### Skills:

- Well versed with MS office (MS Word, MS Excel, MS PowerPoint)
- Experienced in working on Tally