

Jyesta Greeshma Sai

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ABOUT

Detail-oriented and organized commerce graduate with experience in Income Tax Returns, GST returns, and Auditing. Proactive and empowered individual with excellent communication skills and a strong work ethic.

SKILLS

Technical Skills : Spectrum software (KDK) , Tally Prime , MS office (Word,Excel,PowerPoint).

Course Work : Fundamentals and Financial accounting , Advanced accounting , Cost and Management accounting , Corporate and Advanced Corporate accounting, Marketing , Advertising , Sales promotion, Basics of Computer languages, Digital Marketing.

EXPERIENCE

Internship - Kotte And Co | 6 Months

- Successfully filed over 200 Income Tax Returns for Individuals and HUFs, and managed GST returns. Conducted Audits for firms and Proprietary businesses, and provided timely responses to Income Tax Notices, ensuring compliance and resolving issues efficiently..

CO-CURRICULAR

ACHIEVEMENTS

- * Won 1st Prize in Digital Marketing Competition at Nalanda College Fest, showcasing creative Digital marketing skills. - Secured 1st Prize in Product Launch Competition at Nalanda College Fest, demonstrating ability to successfully launch new products. - Emerged as winner in Quiz Program at Stella College Fest, highlighting expertise in general knowledge and quick thinking.

CERTIFICATIONS

- * Certified in NISM Workshop and participated in Product Palooze (SRM University) and MBA Fest (LBRCE College). Demonstrating knowledge and skills in securities markets, product management, and entrepreneurship.

INTRESTS

- Stock Market Trading enthusiast, AI tools exploring and experimenting, Writing poetry.

EDUCATION

Andhra Loyola College
Degree(BCOM Computers) — CGPA : 8

Vijayawada, India
2022-2025

Nirmala Jr college
CEC— Percentage : 72.6%

Mangalagiri , India
2021-2022