**BELVEENA RAJU**

**Mobile:9778700288,8111848216**

**Email id:** [**belveenaraju@gmail.com**](mailto:belveenaraju@gmail.com)

Phot

**Address: Aickarakudiyil(H),Ayroorpadam (PO),**

**kothamangalam,**

**Ernakulam, kerala, India 686692.**

**Career Objective**

* A result-oriented and motivational B.Com graduate looking for an opportunity in a reputed organization where I can upgrade my knowledge and skills in the field of accounting and finance.

**Academic Background**

|  |  |  |  |
| --- | --- | --- | --- |
| Education | Institution | Year | Percentage |
| B. Com Finance&Taxation | Yeldo Mar Baselious College | 2022 | Result Waiting |
| 12th Class from State Board | Mar Basil Higher Secondary School | 2019 | 80% |
| 10th Class from State Board | St.Augustine High School | 2017 | 87% |

**Key Skills**

* Good communication skills (both written and oral communication)
* Basic knowledge of accounts, taxation, and GST.
* Knowledge in MS Excel, Word, and Powerpoint.
* Ability to handle banking and statutory related matters.

**Core Strengths**

* Management and coordination skills.
* Active learning.
* Spread sheet proficiency.
* Time management.
* Self-motivated.

**Personal information**

Date of Birth : 02/10/2000

Gender : Female

Father’s Name : Raju Varghese

Nationality : Indian

Religion : Christian

Languages Known : English & Malayalam

**Declaration**

I hereby affirm that all the above-furnished details are true to the best of my belief and knowledge.

Place :kothamangalam

Date : Signature