

NAYANA P R

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OBJECTIVE

Seeking to utilize my communication skills and knowledge in accounting, taxation and also to build a career with leading firm that helps me nurture my experience and learning abilities.

EDUCATION

2021 - (current)	Finprov Learning Pvt Ltd, Vytilla Certification in Business Accounting and Taxation
(2021 - Current)	Indira Gandhi National Open University Master of Business Administration in Finance
2018 - 2020	Chinmaya College of Arts, Commerce and Science, Tripunithura Master of Commerce in Finance
2015 - 2018	Swamy Saswathikananda College, Poothotta Bachelor of Commerce with Computer Application
2015	St. Joseph's CGHSS, Tripunithura Commerce Stream

CERTIFICATES

- Certificate on Business Analytics programme conducted by Indian Institute Of Management - Kozhikode Event.
- Certificate on National Level Online Quiz On Goods and Service Tax.
- Certificate in Business Accounting and Taxation (Currently Pursuing)

SKILLS

- **SOFT SKILLS**
Time Management
Communication
Flexibility
Self- discipline
Team work
- **HARD SKILLS**
Financial Calculations
Excel
GST Filing
Quick Book
Tally

LANGUAGES

- Malayalam (Native)
- English (Limited Proficiency)

INTERESTS

- Drawing
- Music

PROJECTS

- **Mcom**
A study on customer relationship management in retail shops with reference to Tripunithura
- **Bcom**
A study on Financial statement analysis of National Insurance Company Limited