

Objective: My goal is to improve and utilize my skills in a professional environment and being in touch with the latest technologies to provide a valuable contribution towards organizations growth.

EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Expected Graduation: Jan 2022
Major: Management Information System

SELECTED COURSES:

- Data Centric Application Development
- Data Analytics
- Enterprise IT Architecture
- Lead Global Digital Projects

INFORMATION TECHNOLOGY SKILLS:

- Software Development: Visual Studio.NET, Notepad ++ and R studio
- Web Development: HTML, APIs, Java Script, jQuery and
- Database management: SQL and Command Prompt

PROFESSIONAL EXPERIENCE:

RAMANAND S. SHANBHAG & CO. Mumbai, India

February 2011- March 2013

Accounts Assistant of Chartered Accountant

- Maintained and updated book of accounts.
- Prepared financial documents, such as budget, bills payable, receivable and invoices.
- Coordinated computer hardware maintenance and installation with contracted vendors.

ADDITIONAL SKILLS:

Language: Hindi (Fluent), Bhojpuri (Fluent), Punjabi(Fluent), Gujrati(Basic)