



## PARVATHI RATNAKARAN

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### ABOUT ME

**Date of Birth : May 6<sup>th</sup>, 1997**

**Gender : Female**

**Age 27**

**Marital Status : Unmarried**

**Nationality : Indian**

**Languages known : English,**

**Hindi, Malayalam**

### TECHNICAL SKILLS

- Tally PRO
- SAP MM, Power user
- SAP FICO, Power user
- VAT
- GST
- Quick Books
- Peach Tree
- MS Office
- Window

### SOFT SKILLS

- Leadership
- Decision Making
- Active listener
- Adaptable
- Problem Solving
- Communication

### CAREER OBJECTIVE

A committed higher education professional aiming to inspire and educate students in Commerce .Focused on creating an engaging learning environment and supporting academic success.

### EDUCATION

2024	Qualified for UGC NET June 2024
2022-2024	B.Ed Commerce (Marks 8.89 CGPA) Rama Vilasom Training College, Valakom Kollam.
2024	Qualified Kerala SET Commerce in January 2024
2022	G operator (Windows, MS Office, Internet and E-mail)
2019-2021	MCOM with Diploma in International Business Indira Gandhi National Open University (Marks 68.2%)
2019 -2020	Diploma in Corporate Accounts and Management Tally PRO, SAP MM, SAP FICO, Dubai/UAE/GCE VAT, GST, Peach Tree, Quick Books. Accountants Service Society, Cochin, Kerala
2018	ASAP GST Accounts Assistant Government of India Ministry of Skill Development and Entrepreneurship National Skills Qualifications Framework Level - 4
2015- 2018	B.com (Finance) (Marks 71.62%) SN College for Women, Kollam Kerala University
2014-2015	12 <sup>th</sup> CBSE Commerce (Marks 85%) International Indian School , Al- Jubail Kingdom of Saudi Arabia
2012- 2013	10 <sup>th</sup> CBSE (CGPA 9.4) International Indian School, Al- Jubail Kingdom of Saudi Arabia

## **CERTIFICATIONS**

- UGC NET conducted by NTA.
- State Eligibility Test conducted by Government of Kerala
- Certificate of merit for G-operator, (Windows, MS – Office, Internet and Email)
- GST Accounts Assistant – National Skill Development Corporation with ASAP Kerala and BFSI, secured National Skill Qualification Framework Level -4.
- Certification of Merit for GST Training Program.
- SAP MM and SAP FICO power user
- Tally PRO, secured Grade A+
- Certification of Merit for Dubai/UAE/GCE VAT Training Program

## **ACADEMIC PROJECTS**

- A case study on the welfare of women workers in the Coir Industry.
- Preparation of an awareness module on financial literacy for students at higher secondary level.

## **OTHER ACHIVEMENTS**

- Elected as women's representative and commerce class representative in RVTC, college.
- Have secured first prize in English elocution and debate competition in college art fest 2023.
- Have anchored in various programs from school and college level.
- Chosen as the coordinator for organizing and managing different programs in School, College and Diploma Institute.
- Chosen as class representative for two consecutive years in College.
- Chosen as College coordinator of KFUNAI.
- Acquired School 3<sup>rd</sup> rank in 12<sup>th</sup> CBSE.
- Chosen as class prefect for two consecutive years in School.
- Have participated in several debates and speech competitions.
- Have anchored for several programs in school and College level.

## **PERSONAL INTERESTS**

- Reading
- Writing short poems and stories
- Music

## **DECLARATION**

I, Parvathi Ratnakaran , hereby declare that the information contained herein is true and correct to the best of my knowledge and belief .

