

TULSI MANOJ TAHILIANEY

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Career Objective:-

“Continuous effort, not strength or intelligence is the key to unlocking our potential.”

- Winston Churchill

To place myself in an organization where I can utilize my full capabilities and knowledge for the growth of organization and where I could improve my abilities to new heights by facing the new challenges which gives mental strength.

Work Experience Summary:-

1."At Elixir, I had an opportunity to work as a trainer where I trained and worked as an admission counselor. Through my role, I honed my skills in relevant skills like communication, teaching, etc. and contributed to the growth and success of the spoken English classes."

2.Avmounts India Finance Intern (3months)

September 2024

- **Managed billing process, ensuring accuracy and timely invoicing for all client transaction.**
- **Assisted in streamlining office operations, leading to improved workflow efficiency.**
- **Coordinated with various departments to ensure smooth communication and task completion.**

Certified Courses:-

- **< Environmental Studies > - <Chanakya tutorials, VCACS> - <2021-22>**
- **<Computerized Accounting> - <CCA Education Private Limited> - <2020>**
- **<Financial Accounting> - <Disha Computer Institute> - <2020>**
- **<BSE investors> <Protection funds> <Krisha Foundation> <2024>**

Educational Qualifications:-

Qualification	Stream / Specialization	University / Institute	Start – End	CGPA / %
PG	MBA (Finance)	Vishwakarma University	2023-25	-
UG	B.Com (Cost & Accounting)	Vishwakarma College of Arts, Commerce and Science	2020-23	9.30
Diploma / HSC	Commerce	Arihant Institution	2018-20	68.6%
SSC	-	Mount Carmel Convent High School	2018	60.80%

Computer Skills:-

- **Computer Qualifications: Add on course of Tally and GST**
- **Applications: MS Office (Word, Excel, PowerPoint and Slides)**
- **Operating Systems : Windows2010/XP and MS Office.**

Interested areas of working:-

- **Finance, Accounts, Banking and Taxation.**
- **Investments and insurance Accounting areas.**

Hobbies:-

- **Swimming and Badminton**
- **Dance and Music**
- **Traveling and Trekking**

Personal Profile:-

- **Date of Birth : 30th December, 2002**
- **Father's Name : Manoj M Tahilianey**
- **Languages known : English, Hindi and Marathi**
- **Gender : Female**
- **Status : Unmarried**
- **Religion : Hindu**
- **Nationality : Indian**

Regards,
Tulsi M Tahilianey