

CURRICULUM VITAE

RITESH KUMAR



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PROFILE SUMMARY

- 2 years of industry experience in the field of Accounts and academic counselling at Allen career Institute.
- Experience in various accounts receivable and accounts payable and bank reconciliation with MIS report generation.
- Knowledge in financial market- completed project in stock market portfolio management and industry research, exposure in accounting, finance, P&L accounts.
- MBA from PES-IT BSC- Finance & Marketing - Market research, Retail management, Statistical tools.
- Exposure in Technical domain (BCA)- DBMS- SQL, Java script, Visual basics, data mining, Tableau, MS Excel (V-Lookup, H-Lookup, Pivot table), MS word, MS Power point.



EDUCATION

COURSE	COLLEGE/ UNIVERSITY	YEAR OF PASSING	SCORE
MBA- MASTERS IN BUSINESS ADMINSNTRATION	PES-IT BANGALORE SOUTH CAMPUS - VTU	2018	7.9 CGPA
BCA- BACHLOR IN COMPUTER APPLICATIONS	BANGALORE UNIVERSITY	2016	74%



WORK EXPERIENCE

Company- Allen career institute

- Working since **Oct 2018 till date as Academic counsellor & Accountant**- with proficiency in MS Excel and word.
- Data management, Data mining, Data sorting using various tools of MS Excel like V-LOOKUP, H-LOOKUP, Pivot tables and Tableau-10.
- Handling Accounts Payable, Accounts Receivable, Bank reconciliation, career counselling and MIS reporting for financial analysis and business development.

 <p>INTERNSHIP</p>	INDIANIVESH SECURITIES PVT Ltd	Optimal Portfolio Management from Several stocks of companies listed in NSE	Data collection tools: Return, Efficient Portfolio, Correlation, Excess Return-Beta Ratio, Cut-off Point on MS Excel graphs & tables. <ul style="list-style-type: none"> • Return, Standard Deviation • Systematic risk • Unsystematic risk • Cut-off rate
	SUNNESS CAPITAL INDIA PVT Ltd	Organizational study	<ul style="list-style-type: none"> • McKinsey 7s framework • SWOT analysis • Market research

 <p>PROJECTS</p>	Optimal Portfolio Management from Several stocks of companies listed in NSE	<ul style="list-style-type: none"> • Judgemental Sampling • Descriptive and analytical research. • Risk and return analysis
	Matrimonial Software development	<ul style="list-style-type: none"> • Visual basics & java script • My SQL

 <p>PERSONAL DETAILS</p>	DOB	27th Jan, 1994
	Language	English - ●●●●●● Hindi - ●●●●●● Bengali - ●●●● Bhojpuri - ●●●● Kannada - ●●
	Interests	Participating in CSR activities Public Speaking Cricket Poetry writing Cooking & Travelling Online gaming
	Technical	Proficiency in MS Excel and Word, Exposure to Tableau-10, Visual Basics, My SQL. Interest in Learning new upcoming technologies
	Strengths	Communication Skills, Aptitude and Reasoning, Query management, Presentation skills, Time management Target oriented & Adapting new environment.