

HARSHITA JAIN

CONTACT

PHONE:
8882029656

LinkedIn <https://www.linkedin.com/in/harshita-jain-66b291219>

EMAIL:
harshitajain2019@gmail.com

EDUCATION

MataSundri College for women,DU
BComHonors
2020-2023
OverallCGPA-
8.216(firstdivision)

ModernChildPublicSchool
2018-2020
91% in12thBoard (CBSE)

MargshreeSchool
84% in10thBoard (CBSE)

SKILLS

- Passionateandenthusiastic
- Quicklearner
- Adaptableinanynature
- Motivatedtowardgoal

WORKEXPERIENCE

HelpyMoto[FinanceIntern]

Jan2023toMarch2023

- Workasfinanceintern
- Workonfinancialstatements,P&Laccount,adjustingrevenueand expenses

TechcoralSolutions

June 2022-July2022

- Workasaccountantaspartofinternship
- HandleDataEntryofcompany
- Recordingandmaintainingbooksofaccounts

JMES,NAGPUR

August2021

- WorkashumanresourceinterninNGO
- Recruitpeopleforvariousposts

PROJECT

FORAGE

J.P.Morgan

- Virtualexperienceprogramoncommercialbanking
- 5differentprojectsfor learningpracticalskills

COURSES

- AdvanceExcelCourse–unschool
- TCSIONCareerEdge– YoungProfessional

SKILLS

TechnicalSkills

- Excel
- MSOffice
- Tally

ACHIEVMENTS

- BronzemedalinCommerceOlympaidin12th
- SilvermedalinCommerceOlympaidin11th