


# Praveena Venugopal

Ernakulam, Kerala, India

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## Summary


Committed and Confident Finance professional with SMART goals


Promising and Professional content writer/editor


## Experience

 **Articled Assistant**  
K. venkatachalam Iyer & Co.  
Nov 2015 - Nov 2018 (3 years 1 month)

## Education

 **The Institute of Chartered Accountants of India**  
CA Inter, Finance and Taxation  
2014 - 2017

 **Indira Gandhi National Open University**  
Bachelor's degree, Accounting and Finance  
2015 - 2016

 **Kendriya Vidyalaya**  
Higher Secondary, Business/Commerce, General  
2011 - 2013

## Licenses & Certifications

 **Advanced Information Technology Training** - The Institute of Chartered Accountants of India

 **General Management and Communication Skills** - The Institute of Chartered Accountants of India

## Skills

Microsoft Office • Microsoft Excel • Microsoft Word • PowerPoint • Leadership • Management • English • Process Improvement • Outlook • Windows