



PROFILE

I am a diligent, smart and accountable person. I have a sanguine personality. I possess leadership qualities and teamwork spirit. I am proficient in Hindi and English and have a good representation skill. I have experience in organizing, managing and supervising events. I write and upload blogs on my website in my free time which shows my productivity.

CONTACT

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ACTIVITIES AND INTERESTS

Travelling
Reading
Online games
Guitar

Certifications

MS Excel, Finance, Cryptocurrency, Accounts

ANANT PATEL

WORK EXPERIENCE

Financial Manager
Beigartiste, Bangalore, India

Dec 2022- Present

Beigartiste is a small business founded by my close friend.

I'm managing all the finance of our small business, doing financial planning and analysis, managing cash flow etc.

The planning which we did in our small business, generated a good revenue growth, and ROI.

Data Analyst
Tej Air Conditioning Services, Lucknow, India

July 2021- Aug 2021

- Created and maintained data entry logs to track data entry activities.
- Completed data entry tasks with accuracy and efficiency.
- Utilized techniques for increasing data entry speed.
- Managed and organized documents for data entry tasks.

EDUCATION

Kristu Jayanti College
September 2021 - Present

Bachelors of Business Administration

KEY SKILLS AND CHARACTERISTICS

- Communication skills
- Interpersonal skills
- Leadership skills
- Organizational skills
- Learning/Adaptability skills
- Teamwork
- Calculation
- Critical thinking

CORRICULAR ACTIVITIES

- Participated in MUN 2023 and became the 5th strongest delegate in UNODC.
- Participated in the Annual Function.
- Part of college's Literary and Culture Association (LCA).
- Participated in Chess Competition 2023.

EXTRA CORRICULAR ACTIVITIES

- Video editing and uploading on personal Youtube.
- Writing Blogs and uploading on personal website.

Thank you for reviewing my resume. My experience in Finance Management as well as in small business has prepared me to hit the Ground. I am confident that my ability to work cross- functionally and Drive business growth will make me a valuable addition.

Please feel free to contact me to schedule a meeting and discuss how can I contribute.