

# RUTANSI RANA

Jalandhar, Punjab 144001

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 [Rutansi Rana | LinkedIn](#)



## Internship

Ankur V Goel & Associates

3 June 2024 – 16 July 2024

### Accountant-Intern

- Learning about tax laws, tax planning, filing return and handling tax audits
- Developing soft skills like effective communication, client handling and networking
- Learn to manage multiple tasks and deadline effectively
- Gained experience in auditing processes, understanding internal control, and preparing audit reports

## Projects

### Community Development Project:

1 June 2023 - 31 July 2023

- A 30-hour project is to be completed in 4-6 weeks
- Joined Red Cross Society | NGO | Jalandhar Punjab
- Worked as a volunteer and also a life member of the organization, Indian red cross society
- A holistic approach grounded in principles of social welfare like health education

## Certificates

• Bits 'n Bytes: Python powered Business Analytics	28 Sep 2024
• Quality Management Foundations   LinkedIn Learning	16 Nov 2024
• Cybersecurity Foundations: Governance, Risk, and Compliance   LinkedIn Learning	23 Nov 2023
• Building Excel Skills   LinkedIn Learning	10 July 2023
• Python for beginners   UN Academy	22 Oct 2022

## Technical Skills

- **Language:** Python, MySQL
- **Technical:** MS office, C programming
- **Management:** Rational, Organizing, Teamwork

## Education

### Lovely Professional University

Punjab, India

- Bachelors' management accounting & International Finance
- CGPA 7.03

2022-2025

### Kendriya vidyalaya no.1

Jalandhar, Punjab

- Higher Secondary (Commerce) | CBSE Board
- CGPA 7.4

2021-2022

### Army Public School

Jalandhar, Punjab

- Matriculation (10th) | CBSE Board
- CGPA 7.0

2019-2020