

AMRITA SAHOO

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OBJECTIVE

Innovative and dedicated finance associate seeking a dynamic role where I can apply my expertise to contribute to the financial success of a forward thinking organization. Eager to further enhance my skills, make meaningful contributions and contribute to the overall success of the company.

EXPERIENCE

- **CUSTOMER SERVICE ASSOCIATE- AMAZON PROCESS (Via Concentrix),Bhubaneswar** Apr 2025-Nov 2025
 - Delivered high-quality customer support via voice for Amazon customers, resolving queries related to orders, returns, payments and product information.

INTERNSHIP

- **MOTILAL OSWAL INVESTMENT SERVICES, Bhubaneswar** Oct 2020 – Dec 2020
 - Studied about how to trade in the stock market.
 - Researched and analyzed the nature of the stock market by using virtual trading tools.

EDUCATION

B.J.B. AUTONOMOUS COLLEGE

Masters of Commerce in Finance and Control: 76%

Bhubaneswar, Odisha

2019-2021

J.K.B. K GOVT.COLLEGE

Bachelors of Commerce in Accounting: 62%

Cuttack, Odisha

2016-2019

TECHNICAL SKILLS

- Advance MS Excel(Pivot Table, VLOOKUP) and MS Word
- Month end closing report
- Journal entry and adjustments
- General Ledger and Balance sheet
- Bank Reconciliation
- Auditing and Accounting
- Ratio Analysis
- Financial statement Analysis
- Accounts Payable and receivable
- PGDCA Course

SOFT SKILLS

- Communication and Inter personal skills
- Time Management
- Multitasking Activity
- Team Collaboration
- Adaptability
- Problem solving and critical thinking

PROJECTS

- **IMPACT OF COVID-19 ON STOCK PRICE FLUTUATION OF RELIANCE INDUSTRIES LTD AND NESTLE INDIA LTD**
 - Analyzed the comparison of stock price of both the companies during pre- covid period, covid period, post-covid period and second wave of covid period.
- **CONSUMER PREFERENCE TOWARDS A MARKETED PRODUCT**
 - Researched and analyzed the demands of consumer on all the aspects of the product.