**BHARATH**

**RAJESH**

Carrier Objective

I am looking forward to work in an organization, which provides the environment for growth with competent and strong leaders in Non IT Sector.I have an urge and inclination for learning new technologies, a strong work ethic combined with a commitment to excellence in all projects undertaken.

Experience

MPOKKET Pvt.ltd |12/2021-10/2022

LEVITICA TECHNOLOGIES Pvt.ltd |01/2023- 06/2024

* Hands-on experience with **MS WORD,MS OFFICE,MS POWER POINT,GOOGLE TOOLS,DCA,WPS OFFICE CONFLUENCES,JIRA,VSCODE,SQL,HTML,CSS,JSON**
* Familiarity with relevant tools and software used in process management, such as Microsoft Office Suite (especially Excel), project management software, or industry-specific tools.Worked with fin-tech product base company for retrieving data of the users who cleared their lend and who doesn’t cleared and entering that data in the application.
* Maintaining quality control standards by monitoring the performance of process operations.
* Analyzing data from various sources to measure performance metrics and identify trends in process execution.
* Assistance to those who are experiencing simple technical glitches with software, applications and network-related issues by using chat support.
* Worked on the documents without compromising on the quality and quantity of the work which needed to be performed.
* Processed KPO of FedEx shipments received from vendors across the globe according to established protocols.
* Monitored shipping and logistics proceedings which supports to moving forward with legitimate information. Built and maintain relationships with peers and higher management to drive team success.
* Gathering data of Bank cheques to incorporate into reports of applications of the clients.
* Documenting MOU and Quotations to the clients on behalf of the company.

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### B.Tech Process Executive

### Contact

**8978126841**

### **[bharathfedm@gmail.com](vmsbharathrajesh@gmail.com)** Education

**SSC|AMG INTERNATIONAL|9.5 GPA**

**DIPLOMA|SBTET|9.0 CGPA**

**BTECH|JNTUK|8.5 CGPA**

### Skills

* **MS WORD** 
* **MS EXCEL** 
* **MS POWER POINT** 
* **GOOGLE TOOLS** 
* **HTML **
* **CSS **

* **JSON** 

* **SQL **

* **CONFLUENCE** 

* **VS CODE **

* **MYSQL(WB)** 
* **JIRA (AGILE) **

* **WPS OFFICE** 

Projects

* **MPOKKET -** **[https://mpokket.in/]( https:/mpokket.in/)**
* **LEVITICA -** **[https://leviticatechnologies.com/]( https:/mpokket.in/)**

Declaration

I hereby declare that the above furnished information is true and correct to the best of my knowledge and belief.

Place: Visakhapatnam Name:**BHARATH RAJESH**