DEEPTI BEHL

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LOCATION
Udaipur, Rajathan

Aspiring Data Analyst with a strong educational background and ERP experience seeking an entry-level opportunity in a data-driven environment. Eager to contribute analytical, visualization, and reporting skills to support organizational insights and decision-making.

PROFILE SUMMARY

- **Detail-oriented Data Analyst in the making**, leveraging over two decades of experience in IT education with a focus on data-driven academic insights and ERP-based performance reporting.
- **Proficient in foundational SQL, Advanced Excel, and Microsoft Office**, with hands-on experience managing and maintaining school ERP systems, data uploads, and academic recordkeeping.
- Demonstrated **expertise in designing, generating, and analyzing performance dashboards**, enabling data-informed decisions for educators and administrators.
- **Led digital transformation efforts** as an ERP administrator by streamlining assessment workflows, ensuring data accuracy, and managing end-to-end exam operations.
- Adept at **translating technical concepts into simplified learning content**, with a proven record of delivering curriculum-based ICT instruction and fostering digital literacy.
- Currently upskilling in **Power BI and advanced data visualization tools**, aiming to transition into data-centric roles across education, public sector, or corporate domains.
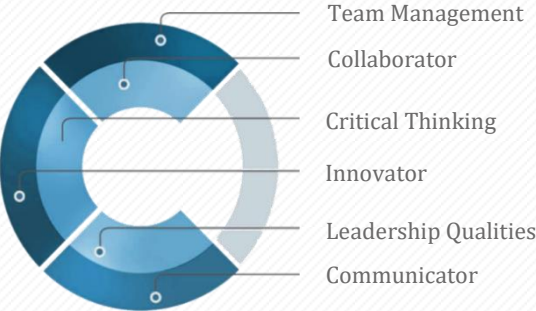
CORE COMPETENCIES

- ERP Systems
- Data Visualization
- Data Interpretation
- Stakeholder Management
- Database Management & Data Modeling
- SQL Queries & Process Optimization
- Dashboard Reporting
- Report Generation
- Data-Driven Decision Making

SOFT SKILLS

- Team Management
- Collaborator
- Critical Thinking
- Innovator
- Leadership Qualities
- Communicator

EDUCATION DETAILS & IT SKILLS

- **2002:** M.Sc (Computer Science) | Aishwarya College, Udaipur (MDU, Rohtak)
- **2001:** PGDCA (MLCRPV, Bhopal) **|** Aishwarya College, Udaipur
- **2000:** B.Sc Meera Girls College (MLSU, Udaipur)
- **Ms-Excel | Sql | Power BI | Ms-Office**

WORK EXPERIENCES

INFORMATION TECHNOLOGY TEACHER
SAIFEE SEC, SCHOOL, UDAIPUR | (2001-2002)
CURRENT DATABASE MEDIA, JODHPUR | (2002-2003)
DELHI PUBLIC SCHOOL, JODHPUR | (2003-2007)
DELHI PUBLIC SCHOOL, UDAIPUR | (2007-2024)

Key Result Areas:

- Efficiently managed and maintained the School ERP system (EDUNEXT Technologies), ensuring accurate and timely updates of academic records, circulars, and institutional announcements.
- Delivered structured training sessions in OpenOffice, MS Office, and introductory SQL, fostering essential digital skills among students.
- Served as Examination In-Charge, successfully coordinating end-to-end execution of assessments with strict adherence to timelines & protocols.
- Generated and interpreted student performance reports using ERP tools, supporting data-informed academic interventions.
- Designed and assessed bi-weekly assignments to track learning outcomes and provide targeted feedback for improvement.
- Assisted in the development of engaging lesson plans and teaching aids, promoting an interactive and student-focused classroom environment.
- Enhanced administrative efficiency and internal communication by optimizing ERP functionalities.
- Incorporated technology-integrated teaching methods to bridge theoretical concepts with real-world applications.

LANGUAGES •	Certifications
English – Professional	**SQL Micro Course – [Skill Education]	2025**
Hindi – Native	**Google Data Analytics Professional Certificate	2025**