

SHREYA SANJAY SAWWASHE

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PROFILE

Dedicated and motivated BCom IT graduate with strong analytical, problem-solving, and communication skills, seeking an entry-level opportunity in the field of Information Technology. Skilled in programming, database management, and IT tools with a keen interest in continuous learning and technology application in real-world settings.

EXPERIENCE

IT Trainee
Shree Refrigeration Limited, Karad
June 2025 - August 2025

- Assisted with Windows updates, IT maintenance, and technical troubleshooting.
- Created and managed structured documentation (SOPs) and MIS reports.
- Supported ERP data entry including GRN numbers, Asset Codes, and Purchase Orders.
- Collaborated with HR and Admin departments for onboarding and IT coordination.

EDUCATIONAL QUALIFICATION

Education	Board / University	Year	Percentage / CGPA
SSC	Kolhapur Board	2019	73.20%
HSC	Kolhapur Board	2021	58.33%
BCOM IT (FY)	Shivaji University	2023	6.23
BCOM IT (SY)	Shivaji University	2024	7.88
BCOM IT (TY)	Shivaji University	2025	7.27

SKILLS

- Power Platform: Power BI, Power Apps
- Microsoft Tools: MS Excel, MS Word, MS Access
- Programming Languages: C, C++, Java
- Database Management: MySQL
- Security Tools: Data Loss Prevention (DLP) Policy Creation