



Khushbu Mali

Microsoft Excel Trainer

Phone: +91-96891-90309 | Location: Mumbai

Email: kmali1989@outlook.com

EDUCATION

Mumbai – Maharashtra University

SSC & HSC – 1st Class Pass

2015 – 2018

Graduation – BCA

Swami Vivekanand

University **2018 - 2020**

CERTIFICATION

Excel Associate

Certiport: LHwH-sFpk

September 23, 2021

PERSONALITY SKILLS

- Leadership
- Communication
- Problem Solving
- Time Management
- Critical Thinking
- Collaboration

Language

English



Hindi



ABOUT ME

Hello, I am Microsoft Certified Office Expert, I have gained my experience in this field for more than **5 years** and contributed it to creating technical content for leading Large and Dimensional companies in India. I have skills to collaborate, communicate and comprehend which has made me efficient at the same time effective in designing and delivering my work in customized training program at various platforms across industries of corporates for the need based technical programs across the country.

EXPERIENCE

Companies Trained on Excel Topics - *All Over India*

Respond to queries and introduce candidates to use of excel functions and solving multiple criteria.

- Complete Excel Functions for 15 hours **Raman & Weil**
 - Excel Pivot Table & Charts for 12 hours **JP Associates**
 - Excel Lookup-Text Function for 16 hours **JITO**
 - Complete Date-Time Functions for 8 hours **Star Health Allied Insurance (Kerala)**
 - Data Validation for 12 hours **HDFC Junior**
 - **Pixelgate Technologies** Excel Numerical Functions for complete 20 hours.
 - Basic VBA & Macro for 10 hours in **Curated Spaces**
- Few more...

Microsoft Excel Content Creator

Online Digital Platforms

I have recorded and delivered many online platforms inspiring and engaging users to learn excel & work effective in their daily professional life.

- learnandexcel – LetsTute – Infidea – Udemy – learnmall
- brainbuxa – University of Technology
- Warmick University of Malaysia