# Suvidha Katre

## Operation Analyst

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## Profile

To acquire a challenging position in dynamic organization where I can utilize my knowledge and skills to contribute for development of an organization to exceed client expectations.

## Internships

### Fireblaze Technologies Pvt. Ltd.

Nagpur

12/2023 - Present

- Utilized SQL to query and manipulate large datasets for analysis and reporting.
- Utilized data visualization tools to create interactive graphical representations of data.
- Developed an interactive data visualization dashboard using Power BI to display real-time data.

### APS Microtech Pvt. Ltd.

Nagpur

12/2020 - 6/2021

- Developed a web application 'Doctor Appointment System using Python and Django that improved scalability and reliability.
- Optimized the application's performance by implementing caching and using memory-efficient data structures.

## Education

### Bachelor of Engineering, CSE

G. H. Raisoni College Of Engineering  Nagpur

6/2018 - 6/2021

### Diploma in Computer Science and Engineering

G. H. Raisoni Polytechnic  Nagpur

7/2015 - 7/2018

# Experience

**Sr. Admission Counselor**

KC Overseas  Nagpur

11/2021 - Present

- Worked as a team member for operations.
- Trained and guided new joiners.
- Assisted in preliminary review of at least 80 applications per week.
- Took VISA mock interviews for the students who got offers and I-20 for their desired universities in USA.
- Interacted with regional managers and associates professionally by phone and emails to provide desired information regarding abroad education in USA

# Skills

Power BI, Microsoft Excel, SQL, Python, Data Analyst

# Achievements

**Awards**
- Got **'Pat on the back'** Award for working as a best team member.
- Promoted to Senior Position

# LinkedIn

Profile