

Muddam Hima Bindu

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OBJECTIVE

Dedicated IT professional seeking a managerial role or internship in a forward-thinking IT firm to enhance technical expertise, leadership potential, and contribute to the company's success.

EDUCATION

Cumberland university MS in Information Technology Management	Present
Osmania University Bachelor of Commerce	2018 75%
Sri Medha junior college, Telangana Board of Intermediate-Telangana	2015 75.7%
Holy Mary high school, Telangana Board of Secondary education	2013 8.3GPA

INTERNSHIP

"Furion Analytics Research and consulting LLP" **February, 2021 to July, 2021**
I have finished a lookup primarily based internship as a Associate HR with Furion Analytics Research and consulting LLP .

PROFESSIONAL EXPERIENCE

Ewingta Logistics private limited - Product Designer	July 2018 to Sept 2019
<ul style="list-style-type: none">Identified opportunities for new products and analyzed market needs.Researched materials and techniques for product development.	
Cognizant - Process Executive	Nov 2019 to May 2021
<ul style="list-style-type: none">Provided customer satisfaction through effective communication to nearly 25 customers per day.Managed customer calls and developed a deep understanding of procedures.	
Wipro - Associate	December 2021 to July 2023
<ul style="list-style-type: none">Assessed process orders and analyzed company processes for improvements.Generated production process reports to enhance efficiency.	

TECHNICAL PROFICIENCY & PERSONAL TRAITS

- Proficient with MS Word, Excel, Power Point & also have basic knowledge about Computer Operating Systems (Windows & MAC)
- Proficient in Tally ERP 9
- Good Communication Skills.
- Outstanding Typing skills (WPM:40)

- Troubleshooting
- Team Collaboration
- Technical Documentation