SHILPA SHARMA
Mobile No: +91-8879463994
Email ID: bhardwaj.shi25@gmail.com

SQuAD | **SQUAD Infotech Pvt. Ltd.**
C-209, 2nd Floor, Near Mahesh Tutorial, Railway Station Complex, Nerul (East),
Navi Mumbai - 400706. Phone: +91 - 22 - 65274416 / +91 - 9769974416
Web: www.squadinfotech.in, Email : info@squadinfotech.in

CAREER OBJECTIVE

To be true to my profession and work towards the growth of organization.

WORK EXPERIENCE

March 2012 - March 2014 BEL Technology, Jaipur   Business Development Executive

- Finding/Bidding for the projects from different sites like freelancer, jobs.wordpress.net, Elance
- Coordination with client through Skype and email for projects
- Coordination with technical department for projects
- Preparing quotations for clients
- Sending project update
- Updates to client and asking for reviews
- Monitoring project progress, conducting weekly meetings with client
- Coordination with Technical team for template designs of websites

March 2010 – February 2012   NIIT, Jaipur   Counselor

- Counseling of students
- Database management of students and staff
- Customer relationship and management

PROFESSIONAL COURSES

August 2017 - Till Date   SQUAD Infotech Pvt. Ltd, Thane
- Professional Software Testing Specialist (PSTS) course from Squad Infotech Pvt. Ltd. Mumbai.
- Manual Testing: SDLC, STLC, Types of Testing, Test Cases, Defect Life Cycle, SDLC Models, Test Plan and Defect Reporting.
- Automation testing: JMeter, Mantis, Tarantula, Selenium
- Project :
  PLUS BKSP TOLL LTD- This project is done for malacian company..this project is for those peoples who are facing some problem near toll

PROFESSIONAL QUALIFICATIONS

- Pursuing Certificate course in Manual and Automation Testing from **Squad Infotech, Thane**
- Bachelor of Engineering (B.E.) in **Computer Engineering** from **RCEW, Jaipur** (Rajasthan University) passed with first class (**61.3 %**)
- Higher Secondary (HSC) from **Atomic Energy Central School, Kota**, (C.B.S.E Board) in 2005 passed with **52 %.**
- Senior Secondary (SSC) from **Atomic Energy Central School, Kota**, (C.B.S.E Board) in 2003 passed with **58.8 %**

PROJECTS

- Rajasthan atomic power project of Nuclear Power Corporation of India Ltd. at Rawatbhata, Rajasthan.
  Project Title: Networking

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  Duration: 2 Months.
- Dynamic Solutions, Kota, Rajasthan.
  Project Title: Oracle (SQL, PL/SQL)
  Duration: 2 Months.

COMPUTER SKILLS

- Knowledge of SQL, JAVA, C
- Knowledge of Microsoft Office

EXTRA CURRICULAR ACTIVITIES

- Interest in Sports and Dance
- Interest in Cooking

STRENGTHS

- Sincere & Hardworking, effective communication and teamwork skills honed in customer-oriented situations
- Ownership of activities assigned at work
- Readiness to grasp and use new concepts, programs as the need arises
- Ability to multi-task and complete work assignments under time constraints

LANGUAGES KNOWN

Proficient in English and Hindi.

PERSONAL INFORMATION

Name	:	Shilpa Sharma
Address	:	503, Lilly, Highland Annex, New Dhokali Balkum Road, Thane (W)-400608, Maharashtra.
Date of Birth	:	13/11/1987
Gender	:	Female
Religion	:	Hindu

DECLARATION

All the information mentioned in the resume are correct to the best of my knowledge and belief.

Signature:
Date: