

**Niveditha Shivashankar**  
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## **EDUCATION**

### **University of North Texas**

*Master of Science in Information Science, Cumulative GPA 3.86*

Area of Interest: Healthcare Informatics, Healthcare Operations and Analytics

**Denton, Texas**  
**Expected graduation 5/2026**

### **University of Indian Academy**

*Master of Science in Microbiology, Cumulative GPA 3.39/4*

Area of Interest: Microbiology, Clinical Data Research, Laboratory Techniques, Medical Guidelines.

**Bengaluru, India**  
**9/2020**

## **PROFESSIONAL EXPERIENCE**

### **Manipal Hospital**

#### ***Healthcare Analyst Intern***

- Provided operational support by maintaining patient case documentation systems and departmental spreadsheets to ensure 100% compliance with hospital standards.
- Assisted in departmental meeting coordination and created summary reports for clinical research and patient care projects.
- Contributed to survey analysis and prepared visual deliverables for administrative usage which improved 40% decision making.

**Bangalore, India**  
**5/2025 – 8/2025**

### **Merck Healthcare whilst working at Merck Life sciences**

#### ***Healthcare Analyst Intern***

- Coordinated internal departmental meetings, documented key discussions, and prepared 60% actionable summaries for clinical and administrative teams.
- Supported proposal development by drafting surveys, compiling research data, and finalizing departmental reports for oncology and infertility studies.
- Conducted quality control of clinical and compliance documentation to align with industry-based guidelines and standards.

**Bangalore, India**  
**09/2023 – 04/2024**

### **Merck Life Science**

#### ***Trade Compliance Data Analyst***

- Maintained departmental compliance trackers and databases using **Excel, SAP, and GTS**, ensuring accurate documentation and regulatory adherence.
- Improved efficiency of proposal-related documentation by designing an automation tool that reduced turnaround time per order by 80%.
- Collaborated cross-functionally to deliver updates and support ad hoc departmental projects; trained team members to improve documentation consistency.

**Bangalore, India**  
**9/2020 – 6/2024**

## **SKILLS**

Medical Coding & Terminologies | Clinical Documentation & Auditing | Data Analytics & Reporting | Quality Assurance & Compliance | SQL | Python | Advance Excel | Power BI | FDA/ICH Guidelines | AI in Healthcare & Operations | Archival & Indexing | Data Privacy Compliance | SAP | GTS | ERP | Microsoft 365 |

## **PROJECTS & PUBLICATIONS**

- *Hospital LOS Dashboard*: Built a Power BI dashboard to analyze patient Length of Stay (LOS), optimizing room utilization and improving billing efficiency.
- *ER Documentation Compliance Audit*: Created an emergency department documentation compliance dashboard to assess training impact and enhance accuracy across key clinical fields.
- *Discharge Summary Quality Dashboard*: Developed a discharge summary audit dashboard to monitor documentation completeness and accuracy, driving measurable improvements in clinical data quality.
- *Published in the Research Journal of Biotechnology (10.10.2021) - [The Degradation of Environmentally Hazardous Dyes through Combined Effects of Ultraviolet Radiation and Microbial Degradation Methods by Improving the Degradability](#)*

## **CERTIFICATIONS**

ICH – GCP Guidelines | Data Analytics | Clinical Data Management | Project Management | Prompt Engineering | Advance Excel

## **AWARDS AND RECOGNITIONS**

- *Mayo Drake SCC/MLA Award Recipient 2025*

**10/2025**

## **LEADERSHIP AND OTHER AFFILIATIONS**

- *CSR Leadership – STEM Education Initiative*

**1/2022- 5/2024**

Led a CSR project with Prayoga Institute at MERCK, equipping government schools with lab stations, developing course materials, and facilitating hands-on STEM education for underprivileged student.