



Madhavi Rewatkar

Experienced working with teams. My background includes recruitment, designing Shopify websites and manual tester. Exceptional team player with an analytical approach to developing useful solutions. Skilled and have a superior work ethic and good teamwork, problem-solving and organizational skills. Willing to take on any task to help the team. Reliable and dedicated team player with a hardworking and resourceful approach.

Contact

Phone

7757942350

Email

madhavirewatkar1998@gmail.com

Address

Nagpur, Pune

Skills

- HTML CSS Bootstrap
- JavaScript
- MySQL
- Python

Software & Tools :

- Fieldglass Ceipal
- Microsoft PowerPoint
- Microsoft Word
- Microsoft Excel
- AnyDesk
- Postman
- GitHub
- Canva

Operating Systems :

- Windows
- Linux
- iOS

Soft Skills :

- Cold Calling
- Adaptability
- Software Troubleshooting

Naukri Indeed LinkedIn Hirect

Language

Marathi

Hindi

English

Education

Bachelor Of Engineering

Guru Nanak institute of engineering and technology

Kalmeshwar Nagpur

07/2015 - 11/2020

Computer Science Engineering 73%

(HSC) State Board Maharashtra

Bhartiya Krishi Jr. College Nagpur

07/2014 - 04/2015

Science 68%

(SSC) State Board Maharashtra

Kesrimal Paliwal Vidyalaya Parseoni

06/2012 - 04/2013

79%

Experience



12/2022 - 03/2023

Company Name I Cube Hub Inc.

US Recruiter

- Collaborated with hiring managers to understand job requirements and expectations.
- Operated and maintained applicant tracking and candidate management systems.
- Developed recruiting strategies to identify qualified candidates and build network.
- Placed advertisements, evaluated applicant credentials, conducted initial interviews and pre-screening assessments.
- Evaluated strengths and weaknesses of candidates through effective screening processes.
- Conducted phone interviews to assess applicants relevant knowledge, skills, experience and aptitudes.
- Advertised job opportunities on social media platforms and job boards.
- Developed and maintained relationships with external recruiters to obtain referrals to qualified candidates.
- Studied job descriptions and qualifications to determine applicant requirements.
- Collaborated with internal teams to continuously improve recruitment processes and execute as efficiently as possible.
- Used applications like Fieldglass and Ceipal while working.
- I have experience working for John Deere, Baxter, Siemens these clients.

09/2022 - 11/2022

Company Name | MavensWood

Functional Tester | Internship

- Reviewed and delivered technical feedback for detailed test and analysis procedures.
- Created test estimates and defined and built reusable testing assets for large and complex projects.
- Tracked, prioritized, and organized defects with websites, working with the development team to facilitate timely corrections.
- Documented testing procedures for developers and future testing use.
- Tested functionality and compatibility of new programs or updates in comparison to existing applications.
- Monitored resolution of bugs, tested fixes and helped developers tackle ongoing problems by providing a QA perspective.
- Authored and maintained well-organized, efficient, and successful manual test cases for the entire team.
- Reported back to the instructor to receive day-to-day tasks and responsibilities.

03/2022 - 08/2022

Company Name | Ecsion Research Labs Pvt Ltd

Junior Software Developer

- Documented technical workflows and knowledge to educate newly hired employees.
- Worked over Shopify websites, imported products from Doba, and used apps to make the site look good, and carry some more features.
- Designed and updated layouts to meet usability and performance requirements.
- Coded using HTML, CSS, and Bootstrap to develop features for both mobile and desktop platforms.
- Received and processed stock into the inventory management system.
- Used coordination and planning skills to achieve results according to the schedule
- Participated in team-building activities to enhance working relationships.
- Identified issues, analyzed information, and provided solutions to problems.
- Worked with customers to understand their needs and provide excellent service.

04/2021 - 01/2022,

Company Name | Zazpi Tech Pvt.Ltd.

Intern

- Sorted, organized and maintained files.
- Took online sessions with college students for 5 days over the basics of python, Flask, MySQL, Heroku, Postman, and CRUD application.
- Researched and reviewed the information in support of daily objectives.
- Gained operational knowledge and supported departmental needs.
- Planned, prepared, and participated in weekly meetings and events.
- Shadowed senior team members to learn all related jobs and tasks.
- Maintained punctuality in work attendance and project completion.
- Learned the basics of computer languages and taught juniors.
- Reported back to the instructor to receive day-to-day tasks and responsibilities.