

CURRICULUM VITAE

POONAM CHAUHAN

Mob no. 7710919194 Email ID–poonam.chauhan229@gmail.com

CAREER OBJECTIVE

To continuously enhance my knowledge, skills, experience by getting involved in challenging work environment, and utilize them for personal and organizational growth to the best of ability.

PROFILE

Have done TRAINING PROGRAM of **C, C++ & PHP/MySql** from **CMIT INSTITUTE**

Deep understanding regarding software development environments and considerable talent in achieving critical solutions.

Able to understand and implement modern operating systems and great experience of their troubleshooting. Excellent in presenting and make people understand.

Programming Languages and Tools:

- C, C++,HTML& PHP

Databases:

- MySql

EDUCATIONAL QUALIFICATION

Year	Examination	Institute
March-2014	MBA-Operation	Mumbai University
March 2012	T.Y.Bsc.I.T.	Mumbai university
March 2009	H.S.C.	Mumbai Board
March 2007	S.S.C	Mumbai board

WORKEXPERIENCE (23rd May 2016 –Till date)

- ✓ Currently working as **REGIONAL OPERATION MANAGER** at **EDUBRIDGE LEARNING PVT.LTD.**
- ✓ Reviewing the daily activities done at each centre
- ✓ Supporting the in understanding the activities that they need to perform
- ✓ Supporting the in understanding the SOPs and ensuring the teams are adhering to it
- ✓ Conducting random audits on the activities done at the centre every week
- ✓ Ensuring the data consistency in all the portal and maintaining the same throughout

- ✓ Tracking of all activities done at all centres during the day & acting as a Regional point of contact

Extra-Curricular Achievements:

1. Project report on **Banking System in C++ @ CMIT institute (2019-2020)**
2. Project report on **Employee Database Management System in MYSQL (2019-2020).**
3. Project report on **Content Management System-News Blog Website in Core PHP(2019-2020).**

PERSONAL PROFILE:

Nationality: Indian

Date of Birth: 30th Dec 1990

Sex: Female

Marital Status: Single

Language: English, Hindi, Marathi.

Interest: Reading Books, Listening Music and surfing on internet.

Address: 1, Mantu Seth chawl, Buddha nagar, Bhandup (W), Mumbai: 400078, Maharashtra

Declaration:

I hereby declare that the information furnished above is true to the best of my knowledge.

Date:

Place: Mumbai.

(POONAM OMPRAKASH CHAUHAN)

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