SRI VAISHNAVI KUMBAR

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EXPERIENCE

Information Management Systems Analyst | GlobalLogic Technologies Private Ltd, Hyderabad, India

FEB- 2020 TO NOV- 2021

Roles & Responsibilities:

- Performed data collection and validation, and reporting/analysis tasks.
- Preparing **the** reports as per client requirements.
- Handled the dashboards and operations of the team and providing the support daily.
- Produced daily, weekly, and monthly performance reports that will be used by management to manage performance, productivity, and quality.
- Provided support to the Business Manager with ad hoc tasks when necessary.
- Worked closely with other information analysts to meet defined service levels for key management reports.
- Provide strong reporting and analytical information support to the management team.

Associate Analyst | GlobalLogic Technologies Private Ltd, Hyderabad, India

AUG- 2019 TO JAN- 2020

Roles & Responsibilities:

- Assist and coordinate work on projects by contributing to developing project standards and processes to improve project delivery.
- Support workflow users regarding issues with the data or workflow.
- Challenge existing ways of working and continuous improvement to drive greater efficiency.
- Perform data quality checks and to improve the data quality.
- Establish key performance metrics and work with management to track performance.
- Provides daily status updates, completes work assigned on time, takes initiative, and provides timely reports as per standard work.

SKILLS

- Advanced knowledge of MS Excel.
- Fundamental knowledge of SQL and JAVA.
- Fundamental knowledge of Data & Machine Learning.
- Excellent Interpersonal, communication and presentation skills.
- Ability to organize and prioritize multiple tasks.
- Ability to work in a fast-paced environment.

AFTER SCHOOL ACTIVITIES

- Worked as TASK Student Ambassador in college and improved leadership skills by managing more than 50 students.
- Worked as Cyber Rakshak for END NOW FOUNDATION in Hyderabad, India.
    - Educated people about cyber safety, cybercrimes through different platforms.
    - Spread awareness about digital advocacy in schools, colleges, and universities.

EDUCATION

Bachelor's in Electronics and Communication Engineering | Jawaharlal Nehru Technological University, India

MAY- 2019