

RITU RAJ



Age

34

Location

New Delhi

Occupation

Freelance Trainer



Summary

- Conducted corporate training on Excel, Tableau, Qlik Sense, Risk Analytics, and Information Security Reporting.
- Over 5 years of experience in Risk Management, KPI development, automated reporting, and business intelligence analytics.
- Focused on vendor risk governance, data trend analysis, and audit/regulatory reporting for global stakeholders.
- Skilled in designing and delivering tailored training programs for diverse audiences.
- Experienced in various training formats, including online, offline, on-premise, and hybrid across time zones.



Certification

- Microsoft Office Specialist: Excel Expert (Microsoft 365)
- Tableau Desktop Specialist
- ISO 27001 Information Security Management Certification
- Azure Fundamentals (AZ-900)
- SharePoint Essentials Certification



Education

- B.Tech in Computer Science Engineering – Dr. M.G.R. Educational & Research Institute, Chennai
- AISSCE – National Institute of Open Schooling
- AISSE – DAV Public School, Patna



Key Skills

- Advanced Excel (Formulas, Pivot Tables, Macros)
- Tableau Dashboarding & Automation
- Qlik Sense Visualizations & Reporting
- Risk Analytics & Governance
- KPI Reporting & Dashboard Design
- Audit & Compliance Reporting
- Data Validation & QA
- Cross-functional Team Collaboration
- SharePoint-based Documentation Systems



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