

Curriculum Vitae

varsha rambhau Patil

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CAREER OBJECTIVE:-

To pursue my career with an organization that offers an opportunity to learn, develop and grow personally and professionally. I am keen to use and enhance my technical and analytical skills.

Experience/current employment:-

Duration 30 Jan 2016 to present at EXL Services Pvt Ltd.

Role / Position – senior associative

RESPONSIBILITIES:-

- **Assist and support administrative staff in their day to day operations**
- **Perform product analysis and prepare reports**
- **Responsibilities for making bills to customers and maintaining record**
- **Working on SAP**
- **Technically Meter removal and meter install in Sap**
- **Checking customer correct meter and address information**
- **Checking error margin report**
- **Working on market flow applications**
- **Working on Ecos, Xoserv, Agent workbench application**
- **Data allocation and evaluation**
- **Submission of various process improvement ideas**
- **Daily data report sending MIS team**

Achievement:-

Got promoted as Senior associative

EDUCATIONAL QUALIFICATION:-

Exam	YEAR OF PASSING	UNIVERSITY	CLASS
B.Com	2013	Savitribai Phule Pune University	Higher IInd Class
H.S.C	2010	Maharashtra Board	Higher IInd Class
S.S.C	2008	Maharashtra Board	First

PERSONAL INFORMATION:-

- **Name** : **Patil Varsha Rambhau**
- Date of Birth : 25/08/1993
- Strengths : Adaptive and quick learner in new environment self-motivated, Team Player
- Nationality : Indian
- Marital : Single
- Languages Known : English, Hindi, and Marathi

ADDRESS FOR CORRESPONDENCE:-

Sr No.95, Ashtvinayak Colony,
Manjri BK,
Pune-412307

Date:

Place: Manjri BK

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