

Kanishk Sharma

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Professional Summary

Working as an Associate Analyst with 7+ months running of experience ensuring the consistency, accuracy, and quality of products and services. Experienced in reviewing processes, identifying improvement areas, and collaborating with teams to enhance customer satisfaction.

Professional Experience

GlobalLogic

Associate Analyst (NOV 2024 – Present)

- Conduct regular **VTO** audits and quality checks on processes, services, and products to ensure compliance with internal standards and customer requirements.
- Prepare detailed reports on quality issues, audit results, and corrective actions. Maintain accurate records of audits, inspections.
- Monitor and evaluate the quality of processes, products, and services to ensure they meet established standards and customer expectations.
- Analyse customer feedback and complaints to identify trends and recurring issues. Collaborate with the customer service team to address customer concerns and improve product/service quality.
- Ensure that products and processes comply with applicable industry regulations and internal company standards.

Skills

- **Document Management Tools:** Experience with tools like Google Docs, Microsoft Office Suite, or SharePoint for creating and managing documents
- **Quality Management Systems (QMS):** Knowledge of systems for maintaining and improving product or service quality.
- **Data Analysis Tools:** Knowledge of basic data analysis tools like Google Analytics, or survey analysis tools for gathering and reviewing feedback
- **Data Analysis:** google sheets, Excel
- **Data Analysis Tools:** Knowledge of basic data analysis tools like Google Analytics, or survey analysis tools for gathering and reviewing feedback.
- **Kyson Approach for Quality Assurance**
- **Soft Skills:** Strong analytical, communication, and technical writing skills

Education

Bachelor of Computer Applications

DELHI GLOBAL INSTITUTE OF TECHNOLOGY

Percentage: 65%

Higher Secondary

HOLY CONVENT (CBSC)

Percentage: 89%

High School

HOLY CONVENT (CBSE)

Percentage: 68%

Awards and Recognitions

- Recognized 3 times through R&R for outstanding performance in auditing.
- Received frequent appreciation from top management for exceptional delivery.
- Awarded “Best Star Performer of the Year 2025& 26” for significant contributions.
- Acknowledged for excellence in google apparel process.

Personal Information

- **Name:** Kanishk
 - **Hometown:** Delhi-(110059)
 - **Marital Status:** Unmarried
 - **Date of Birth:** Nov 25, 2002
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