

Suryaprabha M

Associate Manager-Data Ops



Personal

Suryaprabha M
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Skills & Forensic Tools


Data Analysis
Data Processing
Extract, Transfer, Load (ETL)
NUIX
Relativity
Basic SQL
Enterprise Vault
Microsoft purview
Encase
Bloomberg

Education - B.Tech

Computer Science and
Engineering
CGPA: 7.65
Year: 2016

Languages

English
Telugu
Hindi

 suryaprabha-m


CAREER OBJECTIVE

Passionate and result driven professional with 8+ years of experience in Electronic Discovery. Seeking a challenging position in reputable organization to expand my learnings, knowledge, and skills while making a significant contribution to the success of the company.

EXPERIENCE

Sep 2024 - till date


Barclays UK (Secondment)

EDISCOVERY TECHNICAL ANALYST · United Kingdom 

- Conducted forensic data collections from Enterprise Vaults, ensuring chain-of-custody and data integrity in legal and regulatory matters. Performed targeted and defensible collections using Microsoft Purview, supporting eDiscovery workflows and compliance investigations.
- Designed and executed testing protocols to validate data collection tools and workflows, ensuring reliability and compliance with legal standards. Collaborated with legal and compliance teams to support litigation, internal investigations, and regulatory audits through accurate data acquisition.

OCT 2023 - AUG 2024


Consilio India Pvt Ltd

ASSOCIATE MANAGER - DATA OPS · Bangalore 

- Oversaw daily operations and team performance for the Bangalore location. Trained and mentored team members to drive efficiency and growth. Led campus recruitment efforts and managed onboarding of new hires.
- Partnered with management to resolve project challenges and meet deadlines. Scaled the team and supported role transitions to meet evolving business needs.

JAN 2022 - SEP 2023

Consilio India Pvt Ltd

PROJECT LEAD - DATA OPS · Bangalore 

- Oversaw data ingestion, culling, filtering, and loading into platforms like Relativity or other review tools. Coordinated with project managers and legal teams to meet client expectations and deadlines.
- Implemented process improvements to enhance efficiency and reduce turnaround times. Provided training and support to team members on tools, best practices, and workflows.

MAR 2017 - APR 2021


Consilio India Pvt Ltd

SENIOR ANALYST - DATA OPS · Bangalore 

- Analyze and format appropriate data from historical and active structured data sources through a variety of different tools and programs in support of the legal department.
- Generate analysis and status reports from SQL databases. Worked with tools: NUIX, Encase, VeraCrypt, Relativity, AMR, FTK etc.
- Prioritize multiple projects with similar deadlines.

MAR 2017 - APR 2021

Harman Connected Services India Pvt Ltd

E-DISCOVERY CONSULTANT · Bangalore 

- Analyze and format appropriate data from historical and active structured data sources through a variety of different tools and programs in support of the legal department.
- Generate analysis and status reports from SQL databases. Worked with tools: NUIX, Encase, VeraCrypt, Relativity, AMR, FTK etc.
- Prioritize multiple projects with similar deadlines.