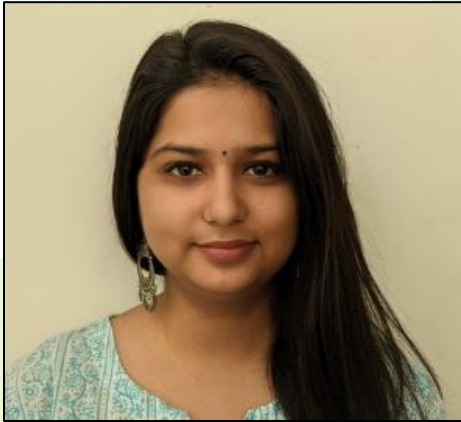


EDUCATION



Priya
Kaushik

CONTACT

PHONE:
8130650801

EMAIL:
Pk1499173@gmail.com

SKILLS

- Work Excellent Team
- Listener Active
- Dedicated and Confident
- Disciplined
- Good Observer
- Career Motivation Team Work

HOBBIES

- Reading
- Listening
- Traveling

- Indira Gandhi National Open University - Master of Commerce (PURSUING)
- University of Delhi Bachelor of Commerce
- CBSE - 10+12

WORK EXPERIENCE

Safetipin (Active Learning Solutions Pvt Ltd). (Senior Process Associate) 10/2021 - Current

- Providing expertise in data storage structures, data mining, and data cleansing reviewing and rechecking the data.
- Analyzing parameters via looking at collected data with any-house tools such as transport data. Coming up with solutions to costly business problems
- Compiled process reports for highlighting issues for escalation and action across operations.
- Analyzed existing organizational processes, gathered data to advise on system upgrades, and perform regular equipment maintenance.
- Conducted tests, tracking and collating test data for further analysis.
- Land Use and Zoning: Images can be analyzed to classify and identify different land use types such as residential, commercial, industrial, or recreational areas. This information helps in understanding the current land use patterns and assists in future zoning decisions.
- Infrastructure Assessment: Images can be used to assess the condition and quality of existing infrastructure like roads, bridges, buildings, and utility networks. This data aids in identifying maintenance needs, prioritizing infrastructure projects, and optimizing resource allocation.
- Transportation Planning: Images can be analyzed to detect and monitor traffic patterns, identify congestion points, and evaluate transportation infrastructure performance. This data helps in optimizing traffic flow, improving road networks, and planning public transportation systems.
- Data Review: Analysis and Quality Analysts carefully examine data sets to identify any anomalies, errors, or inconsistencies. They assess data quality, including factors like accuracy, precision, completeness, and timeliness. This involves verifying data sources, checking for missing or duplicate data, and ensuring adherence to data standards and protocols.

- Methodology Evaluation: Analysts review the methodologies used in data collection, analysis, and modeling. They assess whether the chosen methodologies are appropriate for the research objectives, follow industry best practices, and adhere to relevant standards. They scrutinize the statistical techniques, sampling methods, and assumptions employed to ensure the validity and reliability of the analysis.
- Reporting and Documentation: Analysts review reports, research papers, and presentations to ensure the accurate representation of data and findings. They assess the clarity, coherence, and adherence to established guidelines. They may provide feedback and suggestions for improving the overall quality and readability of the reports.
- Create a monthly newsletter and also handle the company site.
- Training session with the team and new joiners about the process in the absence of the Manager.

R.P.ASSOCIATES - Haryana, Gurgaon (HR ANALYST)

01/2020 - 03/2021

- Handling day-to-day queries of Employees relating to Salary, PF & ESIC Preparation of form PF & ESIC like death claim, Form19,10C, etc
- Preparation and finalization of monthly salary & arrear as per C.T.C., statutory deduction, Loan, Advance deduction thereon & verifying
- Preparing and keeping records of Challans & various reports like
- Strong business analysis and problem solving skills, including ability to interact with multiple data sources, data analysis, manipulation of data, and ability to synthesize and understand significance of data and present the “story” preferred
- Data Entries for software (owned by the company), Working in TallyERP9 Keeping track of PF & ESIC forms and co-ordination with consultant

COMPUTER SKILLS

- **MYSQL, Power BI & Advance Excel (On going)**
- MS Office (Word, Excel, Outlook, Power-point, One Note, Access)
- Software (Qgis2.18, TALLY ERP 9, SAPFICO ,BUSY)