

# K. SOPPANASUNDARI

## SQL PROGRAMMER

### Personal Info

#### Email

Sopnadad@gmail.com

#### Phone

+91 9094123342

#### Address

27B, Vivekanandar Nagar,

2<sup>nd</sup> Street, Kodungayur,

Chennai - 118

### TECHNICAL SKILLS:

Database: Oracle SQL, PostgreSQL

OS: Basics - AWS Linux, Ubuntu & Red Hat

Tool: MobaXterm

Package: MS Office

Google Drive: Sheets & Docs

### ACADEMIC PROFILE:

B-TECH (IT) – ATCE, Thirunavalur - 2011

12TH - COMPUTER SCIENCE

Government Girl's Higher Secondary School, Cheyyar -2007

10TH - STATE BOARD

Government Girl's Higher Secondary School, Cheyyar -2005

### OBJECTIVE:

To have a challenging career, where I can contribute my knowledge to the growth of the organization and enhance my skills through continuous learning.

### TAMIL NADU e-GOVERNANCE AGENCY - (DEC 2022 - TILL DATE) SYSTEM ANALYST - 5 MONTHS

#### RESPONSIBILITIES:

##### Projects: e-Seva, e- Districts & CM Cell Grievances

- Tables Creations, e - districts - User id Creations for Personnel, Certificates cancellation and deletion using PostgreSQL query
- PPT preparation. Developing project plans and timelines
- Collecting Functional Requirements Specifications to develop the Software
- Preparing Agreements and issuing work order
- Coordinating with Service Providers.
- Monitoring project progress and making adjustments as needed.
- Ensuring projects are completed on time and within budget
- Identifying and resolving project issues
- Developing and implementing quality assurance processes
- Ensuring Functionality & Performance Analysis
- Documenting project results and outcomes

### RAF – (June 2019 TO Oct -2020) MIS EXECUTIVE – 1.10 YEARS

#### RESPONSIBILITIES:

- SALES REPORT – Co-Ordinating with Sales Managers for Reports
- Daily, Weekly & Monthly Sales Report Preparations
- Book Closing REG – Farm Wise & Branch Wise
- Farm Wise Performance Report Preparations
- Graphs, Charts & Statistics - Collection, Organization, Analysis, Interpretation and Presentation of Data (USING POWER POINT & EXCEL)
- STOCKS UPDATE REG – Live Status Update to our Management for sales inflation and next level planning purpose

### CAMS – (JAN 2016 to June 2019) PROCESSING OFFICER & MIS (SQL) – 3.5 YEARS

#### RESPONSIBILITIES:

- Have good working experience in writing SQL queries to generate the data and deliverable needs of client. Use Simple Stored Procedure and Function.
- Preparation of Regulatory reports like SEBI/AMFI on daily / weekly / monthly / quarterly / annual reports within the time line.
- Capable of quickly adapting to changing priorities, technologies and team structures.

**AWARDS:**

- Awarded "SPOT Employee" of the month JUNE – 2016 & JUL-2018 in CAMS

**INTERPERSONAL SKILLS:**

- Team player, Creative thinking
- Smart Leadership Quality
- Ability to work in group

**LANGUAGES KNOWN:**

- Tamil
- English

- Self-motivated, hardworking and result oriented with the spirit of teamwork

**MR. SERVICE MOBILE COMM. INDIA PVT. LTD (DEC 2014 TO JAN 2016)  
WEB DESIGNER & DEVELOPER – 1.1 YEARS**

**RESPONSIBILITIES:**

- Involved in the design and development of the website.
- Search Engine Optimization (SEO)
- Internet Marketing. Exploring the latest Social Media trends  
Involved in On Page & Off Page Optimization. Also Supporting the Mails and Handling Calls for Admissions in Mr. Service Institution

**SOURCE HOV INDIA PRIVATE LTD (AUG 2013 TO OCT 2014)  
PROCESSOR - 1.2 YEARS**

**RESPONSIBILITIES:**

- pre-adjudication process. Received claims like PAPER & EDI claims which is different format of bill such as HCFA (Health care Finance administration)
- HCFA or UB) to match with our database of file processing and executing, end to end process verification and then resolve the fired edits in database

**PERSONAL PROFILE:**

Name	: K. Soppana Sundari
Father’s Name	: K. Kanniyappan
Language Known	: English, Tamil
Date of birth	: 05 Dec 1989
Nationality	: Indian