AVNEET KAUR BAGGA

Date of Birth: 09th June 1996
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Cycle Society, 22B, 2nd Floor,
Near YMCA Club, Rasta Peth,
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OBJECTIVE

A solution-oriented and ambitious individual with blended skills absorbed across Information Technology, Management and Business Domains. Currently, I am willing for an entry level position in the field of IT Management and Business Analysis where I can leverage strategic planning, business understanding, strong communication, analysis and problem solving, presentation skills to deliver valuable results.

WORK EXPERIENCE

Software Engineer Trainee   June 2020 – November 2020

Yardi Software India Private Limited, Pune, MH

Responsibilities

- Tracking, Prioritizing and organizing defects in the software and helping the team to resolve these defects.
- Working with the development team to facilitate timely corrections in the system.
- Handling and Resolving Client Services and Issue's Using SQL structures and queries.

Trainee-Intern   December 2019 – May 2020

Yardi Software India Private Limited, Pune, MH

Responsibilities

- Handling and resolving Client Services and Issues arising while using the software using basic SQL Structures and Queries. Identifying the root cause of the issues in the system.

EDUCATION

Masters of Business Administration in Information Technology (MBA-IT)

  Symbiosis Institute of Computer Studies and Research, Pune   06/2018-06/2020
  - C.G.P.A of 7.06.

- **Bachelors of Science in Computer Science**
  Maeer's Arts Commerce and Science College (MIT), Pune   07/2014-06/2017
  - Percentile of 58.52
- 12th Std from Nowrosjee Wadia College, Pune with a percentile of 55.54
- 10th Std from Guru Nanak Public School, Pune with a percentile of 80.00

ACADEMIC PROJECTS

Project Name: Online Hotel Management System   01/2016-03/2017

Project Description:

Online Hotel Management System is designed for hotels that are using manual system to handle the hotel processes. There are three main Users in the hotel management system i.e. Administrator, Manager and Receptionist. With the help of this System the hotels can automate the major operations of the hotel. This system is designed once and can be updated multiple times as per user requirements. This software is capable of performing the following tasks

Room Reservations, Registrations, Billing/ Guest Folio Clearance, Checkout, Etc.

Project Name: Placement Tracking and Report Generation System   01/2019-03/2019

Project Description:

This system is used for identifying and capturing the data of students and employers with a single click in a safe and secured environment. With the help of this system colleges, companies and various

placement cells can automate the placement and tracking operations with ease. This system id designed to reduce the hardships faced by the existing system.
This system is capable of handling and the performing the following as below
Student Profiling, Employer Management, Real Time Reporting, Maintain Records of Students selected or rejected, Keeping track of student applications, Etc.

PERSONAL SKILLS

- Team Work Ability
- Time Management
- Analytical Thinking
- Problem Solving
- Communication
- Collaboration
- Leadership

TECHNICAL SKILLS

• MS Office	• Ms Word, Ms Excel, Ms PowerPoint, Ms Outlook
• Databases	• Basic-SQL Server Management Studio, MySQL, Postgres SQL
• Data Analysis Techniques	• Data Collection, Data Sets, Data Interpretation, Modelling and Analysis
• Project Management Tools	• JIRA Software
• Business Analysis Techniques	• SWOT Analysis, Business Process Modelling, Use Case Modelling, Root Cause Analysis, Functional and Non-Functional Requirement Analysis, BRD's, FRD's, User Stories, UML Diagrams, Power BI, Excel, etc.
• Framework	• Drupal Framework for website design and creation

CERTIFICATIONS

- Certificate of Volunteering at Srujan 2014 – Intercollegiate Cultural Event.
- Certificate of Participation at 5th Bhartiya Chattra Sansad i.e. Indian Student Parliament.
- Certificate of Participation at 6th Bhartiya Chattra Sansad i.e. Indian Student Parliament.
- Certification of Completion – Business English Certificate Course (BEC) Level B1.
- Certificate of Publication – For publishing the research paper entitled Roles of IT audits in enterprise cloud computing in an e-journal.
- Certificate of Publication – For publishing the research paper entitled Performance of E-commerce websites on multiple devices in an e-journal.
- Certificate of Completion for the course "Google Analytics for Beginners".
- Certificate of Completion for the course "Advanced Google Analytics".

LANGUAGES

- English
- Marathi
- Hindi
- Punjabi

PERSONAL INTEREST
Volunteering work, Music, Dance and Badminton