**Neelam Bharti**

[goneelam16@gmail.com](mailto:jaiswal.rahulkbj@gmail.com)

+91 - 8737965219

*-----------------------------------------------------------------------------------------------------------------------------------*

# Proficient Information Systems Analyst familiar with completing highly technical work to improve business computing environments. Excellent critical thinking, organizational and conflict management skills developed over 4 years in the field. Desiring a permanent position in a challenging, growth-oriented environment.

# Work Details

*----------------------------------------------------------------------------------------------------------------------------------------------*

* Planned and designed system improvements to meet changing demands.
* Performed root cause analysis to diagnose system faults.
* Data analytics and key Management Information (MIS) relating to the analysis of the control environment to senior stakeholders globally, including Senior Business Stakeholders, Audit Committees and Regulators, as well as across the Internal Audit function.
* Data analytics and MIS for IA Operational activities to assist in the strategic achievement of operational goals and efficiencies within the function.
* Assist in the development and implementation of a data quality framework and ensures compliance with data quality governance standards.
* Generation of Daily/Weekly/Monthly Excel reports and validating the reports according to the QA documents.
* Making Daily Sales Reports.
* Preparation of Customer Service Productivity & Quality Reports as per Management's requirement.
* Consistent Development on New Reports as per Business Alignment.
* Prepares Daily Progress Report to keep track and check on internal targets of Field Force Team associates.
* Preparing Presentations of analyzed reports for Business Development meeting.
* Preparing the Attendance Reports, Incentive and Field Force Performance Reports.
* Migrating Reports in SQL.
* Used Postgre SQL, MY SQL, ORACLE.

# Academic Details

# *-----------------------------------------------------------------------------------------------------------------------------------*

## 2018 – M.Com - Chhatrapati Shahu Ji Maharaj University, Kanpur

2015 – B.Com – University of Lucknow.

# Skills

# *-------------------------------------------------------------------------------------------------------------------------------------------*

# Operating System : Windows/Linux

# MS-Tools : Word, Excel, PowerPoint, Outlook

# RDBMS : Postgre SQL, MS SQL, Oracle 9i

# Hardware : Windows & Software Installation

**Personal Information**

*-----------------------------------------------------------------------------------------------------------------------------------------------*

**Date of Birth** : 10 Jan 1994 **Gender** : Female

**Nationality** : Indian **Passport** : Available

**Languages** : Hindi, English

**Address** : Lohegoan Pune 411047

I hereby declare that the information given above is true to the best of my Information knowledge belief.

### Date : Signature :