

# Neha Jeram More

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## ACADEMIC PROFILE

**ADMI, DEPARTMENT OF MUMBAI UNIVERSITY**

*Master of Management Studies in Operations*

*August 2014 – May 2016*

***DISTINCTION, 75.75 %***

**FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING (FRCRCE), MUMBAI UNIVERSITY**

*Bachelor of Engineering in Computer Science*

*August 2009 – May 2013*

***DISTINCTION, 70 %***

**RAMNIVAS RUIA JUNIOUR COLLEGE, MATUNGA, MUMBAI (H.S.C.)**

*2009, **DISTINCTION, 90%***

**ST. PAUL'S CONVENT HIGH SCHOOL, DADAR, MUMBAI (S.S.C.)**

*2007, **DISTINCTION, 88.76 %***

## WORK EXPERIENCE

**MOTILAL OSWAL FINANCIAL SERVICES LTD – ASPIRE HOME FINANCE CORPORATION LMT. (AHFCL)**

*Management Trainee*

*May 10, 2016 – August 12, 2016*

- Gained insight about the End to End Business Processes involved in small ticket Housing Finance Industry of India.
- Worked in the Operations Department handling Receivables management and IT Support.
- Handled the Collection Process, Overdue Management and brought about Creative changes enabling Optimization of Resources.
- Appreciated for Streamlining the processes involved, Quality Management and Eliminating Redundancy from the System.
- Implemented Automation (Emails, SMS and Macros) thereby making the process Efficient and Reliable.

**SCHEDULERS LOGISTICS INDIA PVT. LMT.**

*Business Management Intern*

*May 1, 2015 – June 30, 2015*

- Acquired knowledge of key business processes in Cold Chain Logistics and synchronous working of different departments of the organisation.
- Handled Pan load India logistical working like order receiving, charges settlements, FTL and PTL scheduling, POD and payment related activities.
- Revenue analysis and interpretation to help proper decision making.
- Gained acquaintance with ERP Package and MIS reporting.

## CERTIFICATIONS

- Lean Six Sigma Green Belt - AIQM. (Secured 1<sup>st</sup> Rank – O Grade – 80 %) *January 2015*
- R Programming from Johns Hopkins University (e-learning) – Coursera *October 2016*
- Certified Business Analytics Professional from Edvancer Eduventures *October 2017*
- The Analytics Edge from Massachusetts Institute of technology (e-learning) – edX *Currently Pursuing*

## SKILLS

- **Programming Languages:** R Programming, SAS, JAVA, C++, PL/ SQL.
- **Analytics Tools:** R studio, SAS University Edition, Tableau, Excel.
- **Application Tools:** Oracle VM VirtualBox, ERP (e-fleet), Rational Rose, MS Office Tools, Oracle 10g, Matlab, Netbeans IDE, Atom Editor.
- **Web Technologies:** HTML5, CSS, JavaScript, XML.
- **Operating Systems:** Windows, LINUX.

## POSITION OF RESPONSIBILITIES

- Course Coordinator & Lecturer of Std 9th & 10th at Chris Classes Pvt. Ltd. *April 2010 – May 2014*
- Lecturer and Back – End Developer at MTEducare Pvt. Ltd. *April 2014 – August 2014*
- Backend Developer Head at MTEducare, Dadar branch. *April 2014 – August 2014*
- Hospitality Head in Debate Competition held in Fr.Crce. *Year 2010 – 2011*
- Chief Treasurer of TechPlay Department during Technical Festival Crescendo. *Year 2010 – 2011*
- Creative Head in Cultural Festival Euphoria. *Year 2010 – 2011*