Sandeep Kaur

I.T & Accounting Trainer

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EXPERIENCE

APTECH LEARNING LTD.

Jr. Java Developer
25/05/2018 – PRESENT

Assisting in java backend servlet api and front-end designing applications. Apart from this Training Students for Advance Excel, VBA & Macro, MIS Reports languages like Java, VBA, HTML, CSS, Bootstrap, Java, JSP, Servlets, Spring, Python, NumPy, Pandas, C, C++, MIS, Advanced Excel and Accounting. Prepare and conduct industrial training (6weeks/6months), Seminars and workshops.

MOBISAFAR SERVICES PVT LTD.

Accountant and Back End
1/01/2016 – 24/05/2018

Monitoring daily productivity report, handling queries and filing reports. Also had to deal with PAN and ITR department and prepare excel base tracking for the activities

SIDHI EDUCOM

Accountant
5/05/2015 – 16/10/2016

Manage all Accounting transactions, returns, cash books, handle monthly, quarterly and annual closings. Handle Bank Payments.

EDUCATIONAL BACKGROUND

MASTER OF BUSINESS ADMINISTRATION (M.B.A)
SWAMI VIVEKANAND SUBHARTI UNIVERSITY
Year of Passing: 2021
Percentage: N.A

BACHELOR IN COMMERCE (B.COM)
PANJAB UNVERSITY, CHANDIGARH
Year of Passing: 2016
PERCENTAGE: 70%

SKILLS

- **Programming Languages**: **Core Java**, Core **Python**, and C, C++, VBA.
- **Frameworks**: **Spring**, Spring Boot.
- **Application Programming**: Swings, Applets, Events.
- **RDBMS**: MS SQL.
- **Designing**: HTML, CSS, JS, Bootstrap, **JSP, Servlets**.
- **Python Data Analytical Languages**: NumPy, Pandas.
- **Python Data Visualization Languages**: Matplotlib, Pandas, Tableau.
- **Office Tools**: MS-Office 2019, Office365, Advance Excel

PROJECTS

- Excel and VBA project which was automated to calculate salary based on the Company policies and employee working hours.
- Sale Tracker with Indirect + VLOOKUP Function
- Advanced Filters with Macros automation
- Calculator using Excel VBA User Form
- Consolidate data from multiple Excel Worksheets into a Single sheet in excel VBA
- Interactive Excel Dashboard with Pivot Tables and Pivot Charts
- Employee Performance Dashboard

ACHIEVEMENTS

- Aptech Certified MIS Trainer.(3–Sept- 2019).
- Aptech Certified FINANCE Trainer.(3– Sept- 2019).
- Conducted workshop in Khalsa College
- Conducted workshop in octave Mettle
- Received first prize for Badminton