Kuntal Tarwatkar

Computer Science Engineer

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PROFILE

Senior Process Associate with 6+ year of experience and seasoned in coordinating and implementing business process improvement projects while enhancing effectiveness and efficiency in support of business goals. Strong record in designing process architecture, establishing process measurement systems and data analysis to manage processes effectively.

♥ EDUCATION

Bachelor of Engineering (B.E), Computer Science

Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur *July 2008 - August 2016* Percentage: 65.25

© Certifications

Microsoft Excel Microsoft Power BI Microsoft Word Structured Query Language

SKILLS

Team Building

Training and Development

Analytical and Critical Thinking

Problem-Solving

Data Analysis

Business Intelligence Tools

Client Handling

EMPLOYMENT HISTORY

Senior Process Associate Doboz Solutions Pvt Ltd

February 2021 - Present

- Identified modifications to processes and procedures that would promote better efficiency.
- Performed quality assurance checks to help company create products and services that met needs, expectations, and requirements of customers.
- Supervised team of process associates to enhance accountability, develop professional skills and improve efficiency.
- Supervised processes to eliminate weak points or bottlenecks in business operations.
- Partnered with cross-functional teams to conduct thorough discovery and due diligence on existing processes.
- Identified and resolved process issues to drive optimal workflow and business growth.

Process Associate Doboz Solutions Pvt Ltd

April 2018 - January 2021

- Offered data-driven recommendations to align company strategies and process improvement initiatives.
- Evaluated product or service by analyzing and interpreting data and metrics.
- Collected, arranged and input information into database system.
- Educated staff on organizational mission and goals to help employees achieve success.
- Worked on data cleansing, P2P migration, process mapping.

Process Executive Grass Technologies Pvt Ltd

April 2016 - March 2018

- Worked on data filing, data locating.
- Performed quality control by analyzing data.
- Collaborated with peers to measure ongoing process performance, enacting changes based on historical data.

Achievements

Coordinated three departments to reduce the process time by 30% Compared with the previous year's average.

▼ Awards

Rising Star (2019)

Earned a "Rising Star" award after scoring highest rating of 39+ points annually.

Above and Beyond (2021)

Earned an "Above and Beyond" award after scoring an annual rating of 45+.