Lakshmi Supraja Varthakavi

Telephone: +91-8309098493 Email: lakshmisupraja369[@gmail.com](mailto:supraja330@gmail.com)

# OBJECTIVE

Looking for a competitive and challenging environment where I can serve the organization and establish a successful career for myself through a continuous learning process.

# EXPERIENCE

**Current Company:**

Company : **Infosys BPM**

Designation: **Senior Process Executive**

Duration: **21st July – Till date**

**Previous Company:**

Company : **Cognizant Technology Solutions**

Designation : **Process Executive- Data**

Duration : **23rd May2018 – 16th August 2019.**

**Responsibilities:**

* Responsible for organizing, categorizing, and publishing content and information using specific tools and channels.
* Resolved the issues regarding Sensitive content and provided exceptional support.
* worked closely with project members to effectively deliver on the requirements.
* Monitored social media channels for relevant conversations and engaged with users in a professional manner to promote the brand and build relationships.
* Ensured every piece of content in violation of the client’s terms of services is accurately identified and flagged for action in a timely manner.
* Used support applications for moderating the content.
* Offered Data-driven recommendations aligned with overall company strategies and prioritized process improvement initiatives.

# Achievements

* Achieved Best Employee of the Year award for the year 2018.
* Participated in ten days Global Youth Employability training and certified by GTT and NASSCOM.

# Education

## B. TECH (ECE) | 2013-17 | MITS, JNTU Anantapur, Madanapalli.

* ECE: Electronics and Communication Engineering
* Percentage: 67%

## INtermediate [10+2] | 2011-2013 | Krishna Reddy Siddhartha JR College, Madanapalli.

* M.P.C: Mathematics Physics & Chemistry
* Percentage: 84%

## SSC | 2010-2011| Gnanodaya English Medium High School, Madanapalli.

* Percentage: 85%

# SKILLS&ABILITIES

* Effective team player
* Self-motivated to learn new technologies.
* Able to deliver results under tight deadlines.

**PERSONAL DETAILS**

* Name : V.Lakshmi Supraja
* Father’s Name : V. Sridhar Rao
* Languages Known : English, Hindi, Telugu.
* Date of Birth : 11/08/1996
* Address : #405,Gurukrupa Metropolis,Manipal County Road,

Singasandra,Bangalore-560068

**DECLARATION**

I hereby declare that the information furnished above is true to the best of my knowledge.

Signature

V. Lakshmi Supraja

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