**ROHIT KUMAR RAGHAV**

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 DOB – 5-10-1989

 Email: **rohitraghav005@gmail.com**

**Professional Objective:**

A determined graduate aspiring to contribute to the growth and success of the organization and at the same time honing my managerial and analytical skills.

**Working Experience:**

**Vodafone India PVT LTD 21th Sep 18 to 31st Mar 19.**

* LMS ( Success Factor) handling trainings globally as a Shared Service Team.
* Creating trainings like ILT,WBT,SCORM in Learning portal.
* Uploading online courses in LMS, testing it in LMS portal.
* Handling PO requests and vendor management.
* Creating Curriculum, Quiz, Program, Exam, surveys, assessment, evaluation for the courses.
* EIC tool for users quires and provide support them within SLAs.
* Managing employee database in SAP tool.
* Coordinate with different verticals of team and finding the new way to develop the process.
* Coordinate with stakeholder’s across the business to ensure the improve and accuracy of data in learning portal.
* Ensuring the smooth delivery of services across learning portal system and services.
* Ensuring the quality of the data in learning portal.
* Provide and help them in reports as per GDPR policies.
* Advance excel, dashboard creation, excel reporting. Reporting and MIS.
* Prepare the trackers and present the data in the form of monthly and annually.

**Ericsson India Pvt. Ltd. 6th July 2015 to 22nd may 2018.**

* As a part of L&D team, taking care of classroom and online trainings for employees across the globe including creation of trainings on learning tool and mobile testing.
* Working with learning consultant ensure that trainings meet with requirements.
* Organizing trainings includes : participant scheduling, creating offerings, sharing communication, trainer identification, venue identification and take care post training activities.
* Planning and execution of various learning projects with global stakeholders: identification and analyzing as per job requirements.
* Implemented GDPR for entire HR department.
* Working on **LMS tool- Successfactor, Ticketing tool SMP.**
* Successfully completed different projects- learning plan cleanup (across the globe) E- learning mobile testing, bulk creation/deactivation of trainings on lms tool, launch of new online trainings with learning suppliers.
* User support solving their quires within SLAs.

**Thomas Cook India ltd. Gurgaon May to August 2014**

Working with Thomas Cook on 3 months’ live project on software implementation. Preparing reports through CTM & Zillous Software. MIS reporting by using MS – Excel at operational and client level. Implement and analysis data to create daily, weekly, monthly and quarterly reports.

**DATA ANALYST** in **QL2 SOFTWARE PVT. LTD.** Gurgaon. 6 Feb to 24 August 2013

Working as a **Data Analyst**. To maintain client data as per their requirement. Capturing the data from the source sites & making it valuable. Data Filtering, Data File translation, Data Transformation, Data cleaning & generate daily based reports on excel.

**Responsibilities:**

To ensure that display should be proper.

Interaction with the customers & guide them about running schemes.

**Academic Qualifications:**

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| **Qualification**  | **Year of Passing** | **University** |
| **BCA** | 2012 | M.D. University |
| **10+2** | 2007 | Haryana Board of School Education |
| **High School** | 2005 | Haryana Board of School Education |

**Place:**

**Date:**

 (**ROHIT KUMAR RAGHAV)**