

To accomplish new heights by learning from emerging technologies and adapting to the existing scenario by giving knowledge with the help of my hard work, that can benefit the firm. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

Profile at a Glance:

- A dynamic and dedicated Professional with hands-on experience of **excel and sql server 3 Years** .
- Multitasking, proactive & enthusiastic professional with a positive attitude, quick grasping power, and self-confidence.
- Currently available in Gurgaon, Can join immediately.

Skills:

- operating systems (Windows and macOS).
- client management skills
- PowerPoint presentation.
- key account management
- Data management.
- problem-solving skills
- conflict management.
- SQL Server
- Advance excel

Educational Qualification:

- B.com : veer bahadur university jaunpur 2018.
- 12th : State council of Secondary division 2014

Professional Experience:

Worked in **Concentrix Daksh Services India Private Limited** Dec-2016-May-2019

2 years 6 months.

Worked with **Web help** oct-2020-April-2022.

Responsibilities:

- Extract data from SQL Server as per client requirements.
- Design SQL query for regular and similar type of data fetch.
- Collect data from different sources to design report and dashboard.
- Data cleaning in excel as per report requirements.
- Design report in excel to represent data to stakeholder and top management.
- Support to team member related to excel query.
- Insert, update ,delete, backup and restore data in database.

Accomplishments:

Reduced 100 hrs in a months with automation.

Personal Information:

- Date of Birth : 15 Oct, 1994
- Languages Known : English, Hindi, Bengali, Tamil, Assamis
- Present Address : #1404, Jagdamba PG, Gurgaon-122016
- Permanent Address : #213, Railway Colony, Dimapur, Nagaland
- Hobbies : Listening to Music, Volley Ball & Watching Comedy

Declaration

I hereby declare that the above information provided is true to the best of my knowledge and belief.

Date:

Signature

Place: