**CURRICULUM VITAE**

**CHAITRA B T**

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**OBJECTIVE: -**

Seeking for a suitable position in a globally competitive environment with a leading organisation where my technical skills and experience will be further enhanced and utilized in the area of design and development that shall yield twin benefits of job satisfaction and steady professional growth.

**CAREER SUMMARY: -**

* Hard-working team player with good communication skills and an excellent performance record.
* Highly committed to work and dedicated to meet deadlines. Willing to take extra responsibilities
* Reporting and analysis
* Updation and creation of templates
* Basic SQL and Phyton

**WORK EXPERIENCE: -**

1. **Current Organization: - Udaan (B2B) commerce**

**Designation: Data analyst (MIS Executive)**

**Experience: May 2019 to till now**

**Job Responsibilities: -**

* Manging all PAN India reports
* Reporting on the date to date transactions and interpreting the results in the multiple sources
* Analysing the data through the reports
* Fetching the data from the SQL software and writing the query if required
* Updating the dashboards with the help of python and edit the python scripts
* Creating Excel template as per the requirements
* Onboarding the BDE’s and TL to the process and training them as per the company benefits

**TECHNICAL SKILL:**

* Typing
* SAP basic, Oracle ar12.
* SQL basis
* Microsoft word, Advance Excel, PowerPoint
* Retail management, Personality development.
* Tally ERP.9 and inventory management

**ACADEMIC QUALIFICATION:**

* Sri Raghavendra Vidya Samsthe School - 66%
* BNM Pu College Pre-University Education- 71%
* Vijaya College Bachelor of Commerce- 60%
* SSMRV Degree College Master of commerce -75.54%

**Extra-Curricular Activities:**

* Active Player in Shuttle Badminton.
* B Certification in National Cadet Corps and attended PU level Camp.
* NSS as a volunteer, core committee member and attended NIC (national level camp) and 2 special camps (villages) in Vijaya Degree College.
* .Vinyaas was part of (Business Fest commerce forum) and creative head in organising the events.
* I love to dance and even participated in dance programs college level and I will do outside shows.
* Anchoring in college and other outside events. Done 20 events in this year.
* I have been the event head and student coordinator in commerce forum and even I got best outgoing student award in Master of commerce from SSMRV College.

**PERSONAL DETAILS:**

DOB: :09-04-1995

Marital status: : Unmarried

Languages known: English, Hindi, Kannada, Marathi,Telugu,

Hobbies: : Listening music, Dance, Anchoring, Playing badminton.

**Declaration:**

I hereby declare that all the above furnished above are true and correct to the best of my knowledge and belief.

Place: Bangalore

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