

NIKHITHA BOLLE

PERSONAL DETAILS

Ameerpet 500016
bollenikithabolle@gmail.com., 6303413519
Gender: Female

PROFILE

Detail-oriented MIS Executive with comprehensive expertise in managing and analyzing data to support strategic business decisions. Proficient in various data management tools and software, keen on enhancing organizational efficiency and accuracy through meticulous data oversight.

EDUCATION

MBA with specialization in finance Jun 2023 - Jul 2025
Kgr institute of technology and management, Hyderabad

BSC Jun 2020 – May 2023
Narendra degree college

Intermediate	Jun 2018 – Jun 2020
Tsw	

School Zphs Mar 2018

SKILLS

MS Excel

Good typing skills

LANGUAGES

English Hindi
Telugu

QUALITIES

- Attention to detail and strong data oriented
- Quick learner
- Adapoted to learn new tools and techniques
- Self motivated

I consent to the processing of my personal data for the purpose of recruitment for the position to which I am applying.

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ACHIEVEMENTS

- Coordinated with various departments to gather and analyze data for monthly MIS reports, enhancing decision-making processes.

CERTIFICATES

MS OFFICE

A certificate from task department

From pmkvy

With duration of 3 months

I learned ms office