

Tirumalasetty Chandrasekhar

MIS and HR Data Specialist

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Profile

Experienced in managing tech projects and HR data, ensuring smooth operations and compliance. Proficient in troubleshooting and resolving technical issues quickly while maintaining data accuracy. Collaborates effectively with teams to improve systems and enhance efficiency. Continuously explores new technologies to drive innovation and optimize processes.

Education

Bachelor Of Technology (B.Tech)

Sri Vasavi institute of engineering and Technology

2013 – 2017 | Nandamuru, India

Electrical & Electronical Engineering

Languages

English • Telugu • Hindi

Professional Experience

MIS (Management Information Systems)

Bhagyanagar Diesels

2023 Sep – present | Hyderabad, India

Led MIS initiatives to improve data management efficiency. Provided expert tech support, troubleshooting, and problem-solving for seamless operations. Delivered excellent customer service in quotations, MIS reporting, and CRM. Proficient in Microsoft Office for data entry, analysis, and reporting. Skilled in database management, ensuring data integrity, security, and compliance.

HR Data Management Specialist

Vara united pvt limited (Client - ICICI Bank)

2017 Oct – 2019 Mar | Hyderabad, India

Maintained accurate employee records in HRMS. Managed full-cycle remote recruitment, from sourcing to salary negotiation. Oversaw offer releases, background checks, and compliance. Led onboarding and HR induction for smooth integration. Organized performance reviews to boost productivity and growth.

Skills

- Data Management and Reporting - Microsoft Office tools
- Customer Service and CRM Specialist
- Technical Support
- Management Information Systems (MIS)
- Problem-Solving
- Communication
- Continuous Improvement

Declaration

I certify that the information provided is accurate to the best of my knowledge. I am committed to maintaining honesty and integrity in all aspects of my work.

Tirumalasetty Chandrasekhar
Hyderabad