

S. Sirisha

sirida.honey@gmail.com@gmail.com

Phone: 7013155593

OBJECTIVE

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

EDUCATION

St. Xavier's PG College, Hyderabad— *M.B.A*

R.R.D Degree College, Hyderabad — *B.Com*

Sri Chaitanya Junior College, Hyderabad — *Intermediate*

D.A.V Public School - *Schooling*

EXPERIENCE

Global Logic Private Ltd. — Analyst (Level – 4)

Nov 2014 – Feb 2016

Infosys BPM Ltd. — Process Specialist (Level-3)

Feb 2016 – Jan 2019

KEY RESPONSIBILITIES:

- Working replicating and submitting understandable data into the system such as not to violate or misguide the viewers.
- Collaborating with co-workers in order to make sure that the maps prepared by reviewer are stable and correct and are in agreement with the regional map standards, irrespective of their location
- Making sure that the information got from the users is appropriate and reasonable.
- Confirming the exit path information by implementing the utilization of videos and Google earth.

SKILLS

Communications Skills

Comprehensive Skills

Leadership Skills

Quick Learner

Technical Skills

MS Office, WINDOWS, Word, Powerpoint

STRENGTHS

Self-motivated, Self-disciplined,
Strong work ethics, Creative.

HOBBIES

Singing, listening to music, Watching movies.

Accenture – Platform Experience Associate

Jan 2019 to May 2022

KEY RESPONSIBILITIES:

Reviewing content which includes analyzing and reviewing user profiles, videos, and text-based content and investigating, escalating, resolving issues that are reported by users or flagged by the system.

- To respond and support changing priorities quickly and efficiently.
- Drafting responses after a detailed investigation with complete attention to detail.
- To ensure that all key metrics of performance as per the client SLA are met and exceeded.
- Manage and strengthen client relationships by adhering to their guidelines.
- Consistently and effectively implement ideas and provide insights with regards to streamlining the Process.

Personal Details:

Husband's Name: I. Sai Kiran

Date of Birth: 04-04-1993

Languages known: English, Hindi, Telugu

Sex: Female

Marital Status: Married

Nationality: Indian

Declaration:

I solemnly declare that the information in this resume is true to the best of my knowledge and belief.

Place: Hyderabad

Date:
Sirisha

I.