CURRICULUM VITAE

Sakshi Sharma

#509-c/13 , Old bishan Nagar Patiala Punjab 147001

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Career Objective: Seeking a position to utilize my skills and abilities in the Research Analyst that offers professional growth while being resourceful, innovative and flexible.

**Educational Qualifications:**

Swami Vivekananda Institute Of Engineering and Technology,Banur 2010-2013 B.Tech in I.T with a percentage of 72% from the Punjab Technical University(PTU), Jalandhar, India.

Govt. Polytechnic College For Girls Patiala, Punjab, India 2006-2009 3 Year Diploma In I.T. with a percentage of 60% from the Punjab state board of technical education & I.T( PSBTEIT (CHD)).

Play Ways Senior Secondary School Patiala, Punjab, India 2005-2006 Class 10th with a percentage of 70.4 % from Punjab School Education Board,Mohali (P.S.E.B).

Computer Skills: Languages : C, C++, Core JAVA,PHP,Networking,HTML,Javascript Operating Systems : Windows 98, 2000, XP, Vista.

**Experience:**

Designation Research Analyst

I worked with Tech Mahindra from July, 2014 – 30 April 2016.

I worked with Intelenet Global Services with the same process from May,2016 - Nov,2017.

**Role & Responsibilities: (Research & Analysis):**

To assure that the information is appropriate and free from all the errors.

Validate merchant products as per Google shopping’s guidelines.

Categorizations of products received from different vendors and merchants with the help of Google tools.

Track all the product related metric changes in the ontology.

Raise flags whenever a discrepancy is found, which will further be diagnosed.

Suggest processes and ideas to improve product categorization and reduce or eliminate defects based on findings.

Current working with Encore Capital Group as Business Resident Analyst from nov 2017 to till date.

**Roles and Resposibilities :- Business Resident Analyst (Internal Legal Department)**

 1. Analyzing credit and account information perform skip tracing.

2. Analyze vendor program remedies/recourse to determine loss projections.

3. Support vendor programs and volume goals through consistent client interaction.

4. Assist in preparation of legal actions.

 5. Analyze account equity to determine loss projections.

6. Monitor portfolios for policy compliance and adherence to risk ratings.

 7. Financial statement analysis.

8. Participate and support departmental project requirements.

 9. Lead by example.

10.Handle core assignments effectively while taking on additional responsibilities.

 **Personal Profile:**

 Name: Sakshi Sharma

 Father’s Name : Mr. Ishwar Chand Sharma

 Mother’s Name : Mrs. Bimla Sharma

 Sex : Female

 Marital Status :Single

 Nationality: Indian

 Hobbies : Net Surfing, Watching TV

 Permanent Address : House No 509c/13,Old Bishan Nagar, Patiala(147001)

 Phone No : 9478801900 9811347509

 Date of Birth : 09-05-1991

 Age : 27

Decalaration :- I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

Place: Patiala