**CURRICULUM VITAE**

**BHUSHAN Y TERE**

Email id: [bhushan.tere93@gmail.com](mailto:bhushan.tere93@gmail.com)

Mobile No: +91 9561953887

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| **Professional Summary:** |
| Experienced in reporting & Data Analysis, Skilled at keeping todays sophisticated computer systems running efficiently and maintaining business operations. Excellent managerial and interpersonal faculties invaluable to ensuring task and projects are conducted in timely and successful manners at all times. |

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| **Cognizant Technology Solutions** |
| **Designation:** | Senior Process Executive-Data |
| **Period:** | From Aug 2019 – March 2020 |
| **Role:**   * Working on Monthly, Quarterly & Adhoc reports & Analysis. * ( V-LOOKUP, INDEX, MATCH, CONDITIONAL FORMATTING, POWERBI, POWERQUERY, RECORD MACROS) * Co-ordinate with internal team and external clients to understand process work flow and collect data * Working on Power point presentation and shared with team * Generate grey matters for training purposes. (SOP) * Ascertained process bottlenecks and built new solutions accordingly | |
| **Eclerx Services Ltd:** |
| **Designation:** | Junior Analyst |
| **Period:** | From June 2017– May 2019 |
| **Role:**   * Worked in multiple BLI’s and performed as team lead * Collaborated with MIS team members in the development and organization of information systems * Performing quality checks for the each deliverables and maintaining audit logs * Trained resources by sharing my domain knowledge and created effective process backups * Always maintained 100% quality in all the deliverables and managed the process without any escalations. | |

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| **Highlights:** |
| * Learn process in short period of time * Motivate and work in a team * Excellent Time Management * Organizational Loyalty * Hard Working and Easy Temperament | |

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| **Academic Qualifications:** |
| **Institute and University** | **Degree and Date** | **Aggregate** |
| **ARMIET**  (Mumbai University) | B.E.I.T - May 2016 | 66.68% |
| **R.K.T College**  (Mumbai University) | H.S.C – 2011 | 57.33% |
| **I.E.S’S Katrap Vidyalaya** (Maharashtra State Board) | SSC - March-2009 | 76.92% |

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| **Achievements:** |
| * Consistently won “Monthly Spot” award for various months rewarded as excellent work. * Got appreciation from clients Motivate and work in a team * Took initiative to improve BAU * Giving Process Training to all New Hires * Manage people of multiple teams of small and big sizes * Good Knowledge of Excel and learn team management | |

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| **Technical Skills:** |
| **Languages:** | Core Java, Basic SQL |
| **Databases:** | SQL |
| **O.S.:** | Windows 98/XP/7/8 |
| **Tools:** | PowerBI, SQL Server, Microsoft Office (Outlook, PowerPoint) |
| **Certification** | MS Excel from Udemy.com |

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| **Personal Information:** |
| **Name:** | Bhushan Yashwant Tere |
| **Date of Birth:** | 1st August 1993 |
| **Hobbies:** | Games(Cricket,Table Tennis), Travelling, Instrumental Music |
| **Permanent Address:** | 001,Krishna Vrindavan, Datta chowk, Badlapur (W) |
| **Nationality:** | Indian |
| **Languages Known:** | English, Hindi, Marathi |

I hereby declare that all the information provided by me in this resume is factual and correct to the best of my knowledge and belief.

**Place: Badlapur** **(BHUSHAN Y TERE)**