

Contact

9958705286 (Home)
hritwik7sahay@gmail.com

www.linkedin.com/in/hritwik-s-7019077b (LinkedIn)

Top Skills

Microsoft Office
Microsoft Excel
Microsoft Word

Hritwik Sahay

Operations Analyst at Fidelity National Financial
Bangalore Urban

Summary

I am building up on my skills related to various fields of marketing.

Presently I am working with Fidelity National Financial India as an analyst with 1.10 years of experience. I am very fast learner.

I enjoy my work which helps me to learn and develop unique skills very fast.

I can handle extreme pressure and deliver work efficiently and effectively.

Experience

Fidelity National Financial

Operations Analyst

September 2019 - Present (1 year 10 months)

Bengaluru, Karnataka, India

Analyst

- Experience with 3 different clients/investors
- Profound with all 3 clients workflow
- Been Efficient and valuable Resource of my team
- As per requirement worked in QC Exception team
- Now leading the newly acquitted ART process from Feb 21.
- Reviewing Teams work and giving training and coaching opportunity to ensure that we are delivering quality work without any errors to our client.
- Quality and confident decision maker without having any error
- Dedicated towards my work to give 100% quality and efficiency and flexible as per work requirement whenever my team require

Symbo

Digital Marketing Intern

February 2021 - March 2021 (2 months)

Mumbai, Maharashtra, India

In the current internship period I have learned very fast and now profound about the company tools to deliver results effectively and efficiently.

Different works I handled and Obtained knowledge about are:

- Email Marketing & Tools
- Push Notifications
- SMS marketing
- Whatsapp marketing
- IVR Marketing
- Coordinating with Content writer and Creative designer to deliver efficient end results.

Education

upGrad.com

Digital marketing · (2021 - 2021)

Dr. C. V. Raman University, Kota Bilaspur

Bachelor of Business Administration - BBA, Business Administration and Management, General · (2015 - 2018)

St. Karen's Secondary School

Higher Secondary, Commerce · (2013 - 2015)

St. Karen's Secondary School

Senior Secondary · (2011 - 2012)