Sajita Das

**Phone:** +91 8338900176 **E-Mail:** [29sajita@gmail.com](mailto:29sajita@gmail.com)

Result-oriented professional targeting challenging assignments with an organization of high repute preferably in IT industry.

**PROFILE SUMMARY**

* A performance-driven professional with nearly **4 years’ experience**.
* Hands-on experience in software like **Microsoft Office Suite, SQL Server, Unix, C#, AWS cloud, Sap**.
* Responsible for proper maintenance of system.
* Problem determination, workaround resolution, root cause analysis.
* Retrieval and Analysis of user-data from cloud database.
* Managing and maintaining AWS accounts for multiple users.
* Manage & support Queries as and when needed.
* Design and create optimized landing pages in HTML5 and CSS to support company’s marketing and promotional needs.
* Ensured the maintenance of positive and on-going relationships with clients.
* Identified issues and risks in a timely manner.
* Possess Excellent Learning Capabilities & interpersonal skills with strong analytical, team building, problem-solving and organizational capabilities.

**IT SKILLS**

* C, C++
* Microsoft Office Suite
* C#
* SQL
* Unix
* AWS cloud
* Sap Hr

**ORGANIZATIONAL EXPERIENCE**

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| **Since June 2019 with ITResearch, Bhubaneswar as Assistant Process Executive** |
| **June’16 - June 2019 with Fermidicius labs., Bangalore as Cloud Administrator** |

# Role:

* Selecting and managing appropriate AWS services and reporting the usage.
* Maintaining and regulating company followed policies and security protocols.
* Responsible for supporting & maintaining the SQL server database.
* Ensuring all processes is carried out in accordance with company regulations.
* Maintained the current website and added more appealing features.
* Maintain and enhance existing web applications and all integrated systems utilizing C#, ASP.NET.
* Participating in the Software Development Lifecycle (SDLC) right from requirement analysis, documentation (functional specifications, technical design), coding and testing (preparation of test cases along with implementation) to maintenance of proposed applications
* Designing & writing manual functional and unit tests; supporting developers in troubleshooting system issues along with monitoring system-level integration
* Communicating with internal/ external clients to determine specific requirements and expectations; managing client expectations as an indicator of quality
* Maintaining program modules including operational support, problem resolution, production support, preventive and corrective maintenance and enhancements.

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| **ORGANIZATIONAL PROJECTS** |

# Project Title: Online banking

Description: Online Banking Portal is an online Banking Site. This site helps the customers to perform the banking transactions by sitting at their office or at homes through PC or laptop. It is a well designing and secure web site to perform banking transaction online.

Role: Web developer

* Developed and structured feature rich client websites ensuring that all needs are meet and company policies and procedures are followed, created high quality code.
* Collaborated with project managers to deliver original, efficient solutions, advised clients and provided expertise.

**Project Title: Smart handyquote**

Description: Smart Handy quote is a sales quotation, point of sale, inventory control, sales ordering, purchase ordering

and sales management programme for wholesale, retail and any business.

Role: Web developer

* Work with senior developer to manage projects.
* Develop project concepts and collaborate with designers to create clean interfaces and simple intuitive interaction and experiences.

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| **ACADEMIC DETAILS** |

* B.Tech.in Information Technology from DRIEMS, BPUT, Odisha in 2011.
* 12th from Maharishi College of Natural Law, Bhubaneswar in 2006.
* 10th from Unit-9 girl’s high school, Bhubaneswar in 2004.

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| **PERSONAL DETAILS** |

**Date of Birth:** 29th June 1989

**Languages Known:** English, Hindi & Odia