BAVITHRA B

bavibalan91@gmail.com 9600988531
35 Grunitish Enclave Cheran Ma Nagar Coimb atore -641035

SKILLS

MS Office (Outlook, Excel, power point, word)

Team work and collaboration

Friendly and positive Attitude

OBJECTIVE

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.would like to Teach and Learn new things in Education

EXPERIENCE

Senior Process Associate April 2014 - Dec 2018

Cognizant Technology Solutions

Delivered timely project outcomes by effectively managing resources and prioritizing tasks based on business requirements.
Promoted a customer-centric approach within the team by incorporating client feedback into process improvements, resulting in higher levels of satisfaction and retention.
Collaborated with cross-functional teams to identify process bottlenecks and develop solutions, improving overall performance. Performed root-cause analysis on recurring issues, developing long- term solutions that reduced occurrence rates significantly.
Monitored and reported on process performance to verify compliance with established standards.

Senior Process Analyst Jan 2019 - Dec 2020

Fidelity National Financial

Championed continuous improvement, driving process innovation, and adopting best practices across the organization.
Implemented robust quality control measures to minimize errors, reduce rework, and maintain customer satisfaction levels.
Developed systematic methodology for communicating results to team and facilitating feedback and response.

EDUCATION

B.E Electronics and Communication Engineering 2009- 2013

Park College of Engineering and Technology

B.Ed Mathematics 2022 - 2024

Hindustan College of Education

LANGUAGE

English

Tamil

Malayalam

ACHIEVEMENTS & AWARDS

Ace of Rookies awards in Cognizant Technology Solutions for beginner in Project by delivering project on Time.

Star performer of Month Award in Fidelity National Financial for delivering project on Time with Quality

REFERENCE

Dr. V manjula - Hindustan College of Education

Hod Mathematics
99948 59848