JANANI R

Data Analyst | Content Operations Specialist

27 Jai Nagar, Peelamedu, Coimbatore | +91 93842 06546 | janani.rangasamy1522@gmail.com

PROFESSIONAL SUMMARY

Detail-oriented professional with over 3 years of experience in Digital Product Content Services, Data Processing, and Content Quality Management. Skilled in data validation, content management, reporting, and maintaining high levels of data accuracy. Proficient in MS Excel, MS Word, and PowerPoint with strong analytical, problem-solving, and communication abilities.

PROFESSIONAL EXPERIENCE

Crowd Analytics | Coimbatore *Jan 2020 - Dec 2021*

- Managed product content and data processing activities for digital platforms.
- Conducted data analysis, validation, and quality assurance to ensure accuracy and consistency.
- Maintained content databases and generated reports to support business operations.
- Collaborated with stakeholders to resolve data discrepancies and improve content quality.
- Supported project deliverables by adhering to quality standards and timelines.

Ugam Solutions | Coimbatore *Jun 2018 - Dec 2019*

- Managed digital product content and maintained data quality across multiple platforms.
- Performed content validation, enrichment, and quality assurance activities.
- Updated and maintained product information databases according to client requirements.
- Worked closely with cross-functional teams to ensure timely delivery of projects.
- Contributed to process improvement initiatives that enhanced operational efficiency.

TECHNICAL SKILLS

MS Excel, MS Word, MS PowerPoint, Data Analysis, Data Validation, Content Management, Windows Operating System, Linux (Ubuntu)

EDUCATION

B.Sc Computer Science - Hindustan College of Arts and Science, Coimbatore (2014-2017) | 68%

HSC - Ashokapuram Higher Secondary School, Coimbatore (2013-2014) | 89%

SSLC - Avinashilingam Higher Secondary School, Coimbatore (2011-2012) | 65%

ACHIEVEMENTS

- Received scholarship and academic awards for securing First Class in Higher Secondary Education.
- Recognized for academic excellence during school education.

CORE STRENGTHS

- Analytical Thinking
- Problem Solving
- Attention to Detail
- Team Collaboration
- Effective Communication
- Time Management
- Quick Learning Ability
- Deadline Management