**OBJECTIVE:-**

I have expertise in data management and analysis documentation of projects and programmed counseling and capacity building, designing of monitoring tools for project supervision and project planning and implementation. I seek to further my career in the field of Business development with the aim of strengthening and expanding my skills and learning.

**WORK EXPERIENCE:-**

PROCESS SUPERVISOR (FEB 2018-JULY 2018)

**London School of Hygiene and Tropical Medicine (LSHTM), United Kingdom**

Project-Mora Swatcha and Sundar Grama

PROJECT ASSOCIATE (JAN 2017-NOV2017)

**J-PAL South Asia,** This is a joint venture with Institute for **“Financial Management and Research (IFMR) in India.”**

Project-Demonetization

DATA MANAGER (MAR 2011-OCT 2016)

**London School of Hygiene and Tropical Medicine (LSHTM), United Kingdom**

(Partnership with **Xavier Institute of Management, Bhubaneswar**)

Project: Aassessing the effectiveness of improved sanitation on diarrhoea and helminth infection: a trial in Orissa in India.

Major responsibilities:-

1. Supervised and monitored primary data collection work for the sub-study, “Assessment of latrine use in the study population and its impact on health”, within the Sanitation Trial.
2. Provided both laboratory and field-based support in pilot testing of prototype and subsequent versions of a novel device to monitor latrine use over extended periods.
3. Supported the researcher in study planning and roll-out. Responsible for all logistical management and field implementation of the project.
4. Provided support in training, orientation, motivation and capacity building of field personnel.
5. Provided technical support in developing research, monitoring tools, facilitated data management and ensured quality data entry.
6. Worked and supervised additional sub-studies within the Sanitation Trial including the behavior scale study, health surveillance, school absenteeism, Global Positioning System (GPS).

**ACHIEVEMENTS:**

1. Acquired technical skills, including introduction to Epidata, use of Global Positioning System (GPS),
2. Introduction to STATA, data processing.
3. Learned project and team management skills in field settings.
4. Adapted and learned to work with an international team.

IT SUPPORT (Nov 2008 to Jan 2010)

**Deccan 360**

Major responsibilities:-

1. Assembling a PC with required peripherals and devices.
2. Able to Maintain & Troubleshoot any kind of Hardware problem occurred in the Desktop PC.
3. Installation of DOS, Windows XP (SP2), Vista, Linux in PCs & Laptops.
4. Configuring, Installing & Administering Windows NT/Windows 2000 family.
5. Installation of software’s based for Internet, Home purpose and Office database with the complete compatibility.
6. Troubleshoot in any type of printer and SMPS and Desktop.
7. Mail Configuration In MS Office Outlook 2003 & 2007.

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| **ACADEMIC QUALIFICATION:**  | B.Com from Maharishi College with management HONS |
| **PROFESSIONAL QUALIFICATION:**  | GNIIT (Software Engineering) From NIIT |
| **TECHNICAL QUALIFICATION:**  | PGDCA from LCC Computer Education |
| **SOFTWARE KNOWLEDGE:** | Operating Software- : Sql Server-2005,Stata 8.0,MS office 2007,Epi data 6.0 |

**PERSONAL DETAILS:-**

Indian Citizen

Language known: English, Hindi, Oriya

Address: Bhubaneswar, Orissa