

Ranjini K S

Contact

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Skills

- MS Excel (VLOOKUP, HLOOKUP, XLOOKUP, IF, SUMIFS, pivot table, Data formatting, data validation)
- MS Word
- PowerPoint

Certifications

- Microsoft Excel - Excel from Beginner to Advanced - Udemy
- MS Word-Microsoft Word Basic to Advance Training - Udemy

Awards

- Accuracy Stellar Award
- Matter Star of the Month

Languages

- English
- Kannada
- Hindi

Gallagher (Process Associate)

Career Objective

Intend to build a career in leading corporate environment with committed and dedicate people, which will help me to explore myself and realize my potential. Willing to work as key player in challenging and creative environment.

As an employee I can offer: The services of a resourceful individual, the ability to work with people as efficient team player.

Work experience

Gallagher (Process Associate- June 5, 2023 – June 21, 2024)

- Rating, processing and issuance of renewal and new business policies using American Zurich insurance company tools.
- Maintain an up-to-date, detailed improvement action plan for customer engagement.
- Utilized advanced excel functions VLOOKUP, HLOOKUP, logical functions etc. to analyze data and presented findings to stakeholders.
- Created complex financial charts in excel to simulate various business scenarios.
- Worked on data cleansing and filtration to create a structured data.
- Developed and maintained reporting templates for PowerPoint.
- Conceptualized and designed presentation for clients.
- Created and incorporated charts, graphs, and other visual aids in PowerPoint.
- Edited manuscripts and document as needed in Microsoft Word. Created Documents as per the Stakeholders requirement in Microsoft word.

Project Undertaken

Gamma Ray Attenuation co-efficient in Metals: Gamma radiation shielding characteristics such as mass attenuation co-efficient of metals such as silver, copper and lead were measured using gamma energies of 0.356 MeV, 0.662MeV and 1.170 MeV for each. Intensities of the emergent radiations were measured using NaI scintillation detector.

Education

MASTER OF SCIENCE (Physics) Maharani College for Women Mysore University, Mysore

BACHELOR OF SCIENCE (BSc-PCM) AVK College for Women Mysore University, Hassan

PUC (Science-PCMB)
Sujala PU College, Hassan