




SHIKHA KUMARI

 Dhanbad, Jharkhand
 70613 86876
 shiksin42.24@gmail.com

Skills

Self motivated and fast learner
Communication skills
Analytical and problem solving
Verification and Operations
Excel

Interests

Sports and trekking
Yoga and meditation
Chess and sudoku

Languages

English
Hindi
Bhojpuri

Objective

Looking for a professionally satisfying and a challenging job where the best of my abilities are used for meeting personal as well as professional goals with devotion and smart work

Experience

Cisive

Screening associate (verification associate)

May 2022 - June 2024

Cisive Screening Assosciate Conduct research tasks with rapidly shifting priorities as assigned by supervisor

- Collect, analyze and evaluate research information using a variety of research methodology and tools

- Conduct task and / or quality assurance checks to ensure reports delivered are high quality

- Handle escalations and offer resolution to problems

- Collaborate with support team and offshore teams to work on process improvement

- Show initiatives by actively asking feedback from management, seeking additional responsibilities and / or taking ownership of business projects

Education

Vinoba Bhawe University, Hazaribagh

B. Sc.Maths

2018

Mdu rohtak

M. Sc. maths

2021

CERTIFICATION

Appropriate internet use

Data privacy global edition

Information security and cyber risk awareness