Nivedya Anoop

Al Nasser building,near union metro station exit 5, Deira, Dubai , Deira, United Arab Emirates
+971503922078
nivedyaanoop007@gmail.com

Skills

Networking

C++

JavaScript

Artificial intelligence

Data analysis

Machine Learning

Software Testing

Blockchain Technology

Data Visualization

Systems Analysis

Database Management

Technical Support

Embedded Systems

Systems Design

Information Architecture

Creative Thinking

Languages

English

Hindi

Malayalam

Tamil

Graduate with a robust foundation in networking, C++, and JavaScript, complemented by expertise in artificial intelligence and machine learning. Proficient in data analysis, user experience, and software testing, with a keen interest in blockchain technology and data visualization. Committed to leveraging cutting-edge technologies to drive innovation and create impactful solutions for the future.

Employment history

Office Administrator , S & A Law firm and associates — Oct 2023 - Jul 2024
Kannur, Kerala, India

- Enhanced office efficiency by streamlining operations, reducing costs significantly.
- Coordinated team schedules, boosting productivity and communication.
- Upgraded filing systems, achieving faster document retrieval and improved accuracy.
- Supported legal team administratively, contributing to successful case outcomes.
- Collaborated with legal teams to streamline office operations, enhancing efficiency and ensuring timely completion of administrative tasks.
- Implemented organizational systems that improved document retrieval times, supporting the legal team in meeting tight deadlines consistently.

Education

Manipal University, Jaipur, India — Jul 2024
Pursuing Master's degree in Computer Application with Artificial intelligence

Pursuing deep aspects of system languages and application programs with a more efficient human - machine interactive system of artificial intelligence in it.

Acharya banglore business school , Bengaluru, India — Jul 2020 - Sep 2023
Bachelor's degree in Computer Application with Artificial intelligence and Data Science

Graduated with the knowledge in most appreciated computer languages along with the embedded application knowledge in artificial intelligence and data analysing methods in current system softwares.

NIOS, Kannur, Kerala, India — May 2017
12th

Bharatiya Vidya Bhavan, Kannur, Kerala, India — May 2015
10th

Projects

Hostel Management

- Technology languages used : Django, Python.
- Server side language : Python.
- Client side language : CSS, JavaScript, HTML, Bootstrap.

Created a user-friendly hostel management system, boosting efficiency by 24% and slashing administrative cost by 15%. Introduced an automated billing and invoice system, cutting billing errors by 10% and and improving financial accuracy.

Delivered separate user module and author module, decreasing user errors upto 20% and fostering an enhanced security system.

Baby care management

Created an efficient system software providing all the need for a newborn baby, thus improving the quality,time and financial aid for a family with newborns.

References

Praveen Kumar

Director of Banglore University
Board
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Links

LinkedIn profile

Hobbies

- Reading
- Travel
- Music