

## SRAVANTHI ODELA



### PERSONAL INFORMATION

Name	SRAVANTHI ODELA	Mobile	+91-9908402006
Date of Birth	20-08-1992	Email	sravsabhi1992@gmail.com

### OBJECTIVE

Looking for a challenging position & to leverage Commercial assistant work experience, knowledge & skills to improve corporate performance as a business analyst.

### ACADEMIC PROFILE

Completed Graduation in BCom(computers)	2016	Kalinga University Chandigarh	7.9 (GPA)
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### WORK EXPERIENCE

#### Karimnagar.

**Sales Manager :**  
**SRH Motors Pvt**  
**ltd(Authorized**  
**Dealers For Honda**  
**motorcycles and**  
**Scooter India pvt**  
**ltd)**

Sales Manager 2014 Sept –  
2022Aug

worked as Sales Manager For Honda motorcycles and Scooter India Pvt ltd

#### **Roles &Responsibilities-**

- Maintaining all the Customer Database of Telangana & Created new databases set up backups, export, and other monitoring scripts Data Base (Hi-Rise).
- Manage the planning and development of design and procedures for Conducting Demo and Canopy Activities for generating the new leads for reaching the targets.
- Develops new reports and delegated tasks to team members for achieving their Targets.
- Successfully incorporating the enquiry's database to understand the market share, to improve action, analyzing the strategy and Scope of sales at the time of festival season.
- Presented findings and data to team to improve strategiyand operations.
- Proposed solutions to improve system efficiencies and reducetotal expenses.
- Optimized data collections procedures and generated reports on weekly, monthly and quarterly basis.
- Used advanced Microsoft excel to create pivot tables, VLOOKUP and other excel functions.

Test Engineer(Quality Analyst)

Dec 2022 – Jan 2024

Sigma Tech  
Park,Varthurkodi  
main road,  
Bangalore.  
Quality Analyst

#### **Roles &Responsibilities-**

- As a Quality analyst I play a major role in Delivering high quality, perfection in functioning the software web application as per the client requirements.
- Identifying the bugs in the web application and informing to the project manager.
- Attending the scrum calls and scrum meeting, to assessing the software for bugs, suggesting changes and ensuring it meets the quality standard as per the client requirements.
- Completing the Splint on time and submitting to the developer leads.
- Reporting the Bug Life cycle for a latent bug to the Project Manager and the Developer Lead
- Working on various Tools and Program's like Jira, Postman, Xml, Html, Epsilon, Math Type, tools for daily operations.

Project :  
Macmillan(Macmill  
an publishers is a  
British publishing  
company)

Commercial Assistant

Jan 2024 – Till Date

Medchal,Malkajgir  
i,Hyderabad

#### **Roles &Responsibilities-**

- Working on (SAP)
- Experienced in interacting with different teams within the organization and understanding the day-to-day issues and providing them the solutions.
- Expertise in creating and publishing the dashboards related to our business using Advanced Excel.
- Maintains the MIS reports as per the company requirements, Providing the growth and de-growth data base sheets as per monthly basis, extracting the profit and loss of business and gross business of the South region by creating pivot tables and chart tables

Putzmeister concrete  
Machines india pvt  
ltd

Commercial Assistant

## **CERTIFICATIONS**

One year Certificate  
Course in Customer  
Relation and Sales  
management from  
(Dr.Reddys Foundation)

## **TECHNICALSKILLS**

**Operating Systems, Windows**

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