

# Om Sharma

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## SUMMARY

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Research Associate with experience in market research and project coordination at Insights Opinion. Worked on managing survey-based studies, tracking project progress, and collaborating with cross-functional teams to ensure smooth project execution. Skilled in data analysis, stakeholder communication, and turning research findings into actionable insights. Seeking to leverage research and project management experience to contribute to impactful, data-driven projects.

## PROFESSIONAL EXPERIENCE

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### Research Associate

06/2025 – Present

Insights Opinion

- Executed market research studies by managing survey workflows, coordinating data collection, and ensuring timely completion of research activities.
- Tracked project timelines, monitored milestones, and ensured research deliverables were completed according to project schedules.
- Analyzed survey responses and research datasets to identify trends and generate insights that support business decision-making.
- Coordinated with cross-functional teams and stakeholders to maintain data accuracy and ensure smooth execution of research projects.
- Prepared research reports and presentations summarizing key findings and actionable recommendations for stakeholders.

## SKILLS

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### Project & Research

Project Coordination, Market Research, Survey Design, Research Reporting, Workflow Management

### Data & Analytics

Data Analysis, Data Interpretation, Power BI, Tableau, Reporting Dashboards

### Tools & Platforms

Microsoft Excel, Google Sheets, Microsoft PowerPoint, Jira, Trello, SQL (Basic)

### Collaboration

Stakeholder Communication, Cross-functional Collaboration, Project Timeline Tracking

## PROJECTS

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### Expert Outreach and Market Insights Research

Conducted research to identify industry professionals and gather expert insights for market intelligence projects.

- Performed LinkedIn and database research to identify relevant industry experts.
- Coordinated outreach and scheduled interviews to collect expert insights.
- Documented qualitative insights from discussions to support research findings.
- Assisted in preparing research summaries for internal analysis and client projects.

### Survey-Based Product Feedback Study

Conducted a research study to evaluate customer feedback on a product and identify improvement opportunities.

- Developed survey questionnaires to collect user feedback and product satisfaction data.
- Organized and analyzed survey responses to evaluate customer preferences and satisfaction levels.
- Generated insights and recommendations based on research findings.
- Documented and presented research outcomes in structured reports.

## EDUCATION

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### Bachelor of Computer Applications

ITS School of Management

06/2022 – 06/2025

Ghaziabad