

ABHISHEK SHARMA

Data Research & Management Specialist

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PROFESSIONAL SUMMARY

Detail-oriented Data Research and Management professional with 1.5 years of experience maintaining high-volume customer and business datasets at 95%+ accuracy. Skilled in data validation, reconciliation, deduplication, and enrichment across large, complex datasets sourced from ZoomInfo, Apollo, and LinkedIn Sales Navigator, with strong command of advanced Excel (pivot tables, VLOOKUP, XLOOKUP). Owns the full data lifecycle within CRM systems and works across functions to improve data quality, document business rules, and apply automation that reduces manual effort. Seeking to apply data management and analytical expertise within a customer and entity data management team.

CORE COMPETENCIES

Data Management & Quality: Data validation, reconciliation, deduplication, enrichment, data cleansing, data lifecycle management (creation, modification, activation/deactivation), large & complex dataset handling, data manipulation & transformation, list building from scratch

Data Sourcing & Research Tools: ZoomInfo, Apollo, LinkedIn Sales Navigator, Clay, BuiltWith

Analysis & Productivity: Microsoft Excel (advanced) – pivot tables, VLOOKUP, XLOOKUP, data manipulation; Google Sheets; SQL (basics)

CRM & Process: Salesmate CRM (pipeline management, segmentation, workflow automation), process documentation, data governance & controls, requirement gathering

Collaboration: Cross-functional stakeholder management (Sales, Operations), team guidance, attention to detail

PROFESSIONAL EXPERIENCE

Data Research Specialist Jul 2024 – Present
Rapidops Inc. Ahmedabad, India

- Managed high-volume customer and business datasets (~2,000 records per week) across multiple industries, ensuring accuracy, consistency, and proper structure using ZoomInfo, Apollo, LinkedIn Sales Navigator, Clay, and BuiltWith.
- Sustained 95%+ data accuracy through rigorous validation, deduplication, reconciliation, and enrichment workflows, reducing data errors and improving downstream operational efficiency.
- Owned the complete data lifecycle in Salesmate CRM – record creation, modification, segmentation, and activation/deactivation – maintaining clean, governed, and actionable datasets at every stage.
- Reconciled and structured data from multiple sources, resolving discrepancies and standardizing definitions to ensure alignment across teams.
- Documented data processes, business rules, and segmentation logic to support transparency, repeatability, and scalability.
- Configured automated workflows (Smart Flows and multi-step Sequences) to reduce manual effort and standardize recurring data operations.
- Built hands-on proficiency with HubSpot and Salesforce CRM through freelance and personal projects, applying data segmentation, enrichment, and workflow practices across both platforms.

INTERSHIPS

Research & Data Intern Jun 2023 – Jul 2023
Zydus Lifesciences SEZ Ahmedabad, India

- Conducted structured data research and compiled reports to support project initiatives; built systematic approaches to organizing and presenting large datasets for decision-making.

Data & Operations Intern Jul 2022 – Aug 2022
K2 Pvt. Ltd. Gurugram, India

- Managed end-to-end data entry, records maintenance, and database accuracy, building early proficiency in structured data handling and documentation practices.

EDUCATION

Master of Business Administration (MBA) – Indus University, Ahmedabad 2022 – 2024

Bachelor of Business Administration (BBA) – Indus University, Ahmedabad 2019 – 2022

Higher Secondary Certificate (HSC) – Jagriti Sr. Sec. School, Hisar 2018 – 2019

LANGUAGES

English (Professional) | Hindi (Native) | Gujarati (Working Knowledge)