

PRACHI BORKAR

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OBJECTIVE

Aspiring data analyst with hands-on experience in reconciliation, seeking a dynamic internship opportunity to apply and expand proficiency in Excel and SQL. Excited about leveraging Excel skills for data analysis and SQL expertise for constructing and managing data pipelines. Eager to collaborate on implementing data visualization tools and conducting data-driven experiments, utilizing my skills to support strategic decision-making within the organization.

SOFTWARE SKILLS

Excel, MySQL, Power BI, GitHub, Oracle ERP tool, Power-Point

SELF PROJECT**Urban Company City Insights: Service Performance Overview**

- Leveraged Excel, SQL, and Power BI to examine Urban Company's data, revealing detailed service trends, revenue patterns and geographical service demand differences.
- Developed practical recommendations based on data insights, with a focus on improving service portfolios, refining pricing strategies and coordinating targeted marketing efforts.
- Demonstrated proficiency in data analytics tools and methodologies, translating complex datasets into actionable directives to strengthen decision-making.
- Enhanced understanding of Urban Company's operational dynamics and identified opportunities for growth through insightful data analysis and interpretation.

WORK EXPERIENCE**Tata Consultancy Services****Financial MIS Analyst (Process Associate Level)**

07th Aug 2019 – 3rd Aug 2022

- Utilized Excel extensively to perform reconciliation of financial records, analysis and reporting.
- Extracted data from ERP systems, specifically Oracle ERP, for analysis and reporting purposes.
- Conducted data reconciliation and ensured data accuracy and integrity for financial processes.
- Uploaded analyzed data into Oracle ERP to support decision-making and operational activities.
- Collaborated with team members to streamline workflows and improve efficiency in data management.
- Developed and maintained accurate records of accounts and financial transactions.
- Worked in different sub-processes- Cash Reconciliation, Card Reconciliation, ADI, BRS & AR
- Trained and coached staff on best practices for data management and reconciliation procedures.
- Collaborated with stakeholders to investigate discrepancies, resolve issues and ensure accurate financial records.

Swarna Pragati Housing Microfinance Pvt Ltd**Operation Executive in Operations****17th September 2016 – 25th July 2019**

- Utilized database systems to log and update loan files & KYC information, including performing regular reconciliations to ensure accuracy and completeness of data.
- Assist the operation manager for all operational activities. Coordinate, manage & monitor the workings of Operation department in the organization.
- Liaison with state officers, region officers and branch officers for monitoring cash flow and ensuring coordination on a daily basis.

ACHIEVEMENTS

- Successfully resolved over 90% of receivables aged more than 100 days, significantly improving cash flow and reducing outstanding debts.
- Managed over 200 customer accounts, ensuring timely payments and minimizing overdue invoices through proactive follow-up and collection efforts.
- Achieved a remarkable increase of over 30% in on-time payments, optimizing revenue streams and enhancing financial stability.
- Conducted daily reconciliation of 300,000 transactions, ensuring accuracy and integrity of financial records to support informed decision-making.
- Consistently received outstanding feedback in annual performance evaluations, culminating in the organization's highest performance band recognition for exceptional contributions to financial operations and efficiency.

AWARDS

- Awarded the prestigious Star Performer accolade twice during my tenure at TCS.

EDUCATIONAL QUALIFICATION

- B.Tech - Maharashtra Institute of Technology, Aurangabad- 2014

INDUSTRIAL SKILLS

- Rapport Building
- Adaptable & Flexible
- People Management
- Planning & Coordination
- Training & Development
- Analytical & Critical Thinking
- Strong Stakeholder Management