Ajit P. Kashid

Data Analyst
Pune, 411061

✉ Ajitkashid@yahoo.com   📞 +91 876751 9418

Resume Objective

I am a seasoned Dedicated Lead Analyst with 12 years of experience specializing in Managed Service Operations, offering a proven track record of excellence in MIS reporting and dashboard creation using tools such as Power BI, Tableau, MS Access, VBA, and MS Excel. I also possess a basic understanding of Python and SQL for data analysis purposes. Seeking a challenging role where I can leverage my expertise to enhance operational efficiency and drive business success.

Skill's

✸ Data Visualization with Power BI, ✸ Task management, ✸ Automation SME, ✸ Data Quality Management, ✸ MIS Reporting ✸ Team Management, ✸ Project Management ✸ Date science with Python, ✸ Kaizen Facilitation, ✸ Value Stream Mapping ✸

Experience

Jun 2024 – Jul 2024

Project : Mentorship - Build a predictive model for employee attrition on Python
*MentorMind***,** *co-certified by Avetti Commerce, Pune*

- **Model Development:** Created a machine learning model to predict employee attrition using Python.
- **Data Analysis:** Analysed attrition data from a global technology firm to identify patterns and trends.
- **Feature Engineering:** Applied feature engineering techniques to prepare data for model training.
- **Algorithm Implementation:** Implemented Logistic Regression, Decision Tree, and Random Forest algorithms to build predictive models.
- **Model Evaluation:** Evaluated model performance using metrics such as accuracy, precision, recall, and F1-score.
- **Business Impact Presentation:** Prepared and delivered a presentation on the business impact of the predictive model.
- **Collaboration:** Worked closely with mentors and peers to refine the model and incorporate feedback.
- **Documentation:** Documented the entire process, including data preprocessing, model training, and evaluation, for future reference and knowledge sharing.

Sep 2022 – Present

Consultant
Atos Global IT Solutions and Services Pvt LTD, Pune

Data Analyst

- **Training & Support:** Provided training and support to team members on the effective use of reporting tools and techniques.
- **Data Visualization Best Practices:** Implemented best practices for data visualization and reporting to enhance data-driven decision-making.
- **Stakeholder Communication:** Acted as a liaison between technical and non-technical stakeholders, ensuring effective communication of data insights.
- **Evaluation of New Tools:** Played a key role in the evaluation and implementation of new reporting tools and technologies.
- **Data Extraction & Visualization:** Utilized Power BI, VBA, Python, and MS Access to extract, analyze, and visualize data, providing valuable insights for decision-making.
- **KPI Tracking:** Developed and maintained data dashboards and reports to track key performance indicators (KPIs) and trends.
- **Data Cleansing & Validation:** Conducted data cleansing and validation processes to ensure data accuracy and reliability.
- **Ad-hoc Analysis:** Conducted ad-hoc data analysis to support various business initiatives and projects.
- **Continuous Learning:** Stayed updated with industry trends and best practices in data analysis to continually enhance analytical skills.
- **Presentation Skills:** Presented data-driven recommendations and findings to management and stakeholders.

Sep 2021 – Sep 2022

Asset Management Analyst
Kyndryl Solutions Private Limited, Pune

Agile Champion – Agile Accelerate & Agile for Services

- **Process Optimization:** Performed Value Stream Mapping (VSM) to optimize processes, improving lead time and flow efficiency to enhance client satisfaction.
- **Kanban Boards:** Implemented Kanban visual task boards using Bluesight (IBM in-house tool) and ServiceNow Visual Task Board.

- **Squad Support:** Supported and educated Squad Leaders and Iteration Managers in grooming and maintaining the product backlog and monitoring key KPIs/metrics for individual squads.
- **Dashboard Creation:** Assisted all squad teams in creating their dashboards in ServiceNow.
- **Knowledge Transition:** Managed knowledge transition between the project delivery team and the project operation team, addressing risks, tracking action items to closure, and managing changes to project constraints.
- **Agile Champion:** Acted as an Agile Champion, representing the account in reassessments, maturity assessments, and reviews with global executives.
- **Reporting & KPIs:** Provided daily, weekly, and monthly reports and KPIs to management for IMAC requests status, performance, governance updates, software and hardware inventory, and license compliance using ServiceNow VTB, MS Excel, PowerPoint, and MS Access.
- **Asset Lifecycle Management:** Created and implemented an asset lifecycle roadmap for hardware asset management, including policies, processes, and procedures.
- **Cross-team Collaboration:** Worked with various IT teams to ensure effective involvement in implementing asset management processes from planning to disposition.

Aug 2016 – Aug 2021	**Asset Management Analyst** *IBM India Pvt. Ltd, Pune*

Configuration management

- Administer the CMDB by working closely with other process leads and ensuring that asset-specific information is accurate and consistently follows the processes
- Implement the CMDB policy and standards and provide guidance to all team members on how to perform CMDB processes
- Assist with the development, implementation, and maintenance of all Configuration Management Database (CMDB) processes and activities
- Execute activities to identify new CI's and new CI relationships using automated tools or well-defined processes, as well as stale CI's and relationships
- Performs reconciliation of CMDB data, ensuring exceptions are noted between CMDB, discovery information, and other authoritative sources
- Lead activities to correct any gaps or inefficiencies in CMDB data, including Configuration Items and their respective attributes.
- Establish audit practices and conduct audits to ensure data integrity and confirm accountable parties comply with processes.

Jun-15 to Aug-16	**Senior Executive** (Demand and Asset Management) *CBT Infotech Pvt. Ltd., Pune*

Demand Management

- Determination with hire management, inventory, supply chain, and sales teams for the planning of demand operations
- Carries out the Process Manager responsibilities for the Demand Management process
- Timely communication of information to all stakeholders using the appropriate communication method
- Participate as the demand owner/representative in an organization and operations planning process, to enable demand-supply balancing analysis
- Review and assess risk to supply and demand variability and identify opportunities to manage and mitigate risk
- Escalate the process as necessary per established escalation policies
- Prepare reports and statistics related to the demand planning and forecasting function and develop a routine and ADHOC demand-related reports for management

Dec-13 to Jun-15	**Asset Executive** (Internal IT) *Dimension Data India Ltd., Pune*
Aug-12 to Dec-13	**Desktop Support** Engineer (Local TI) *Future Focus InfoTech Pvt. Ltd. & Kaizen IT Services Pvt. Ltd., Pune*
Sep-2010 to July-12	**Support Engineer** (Workplace Services) *IOPEX Technology Pvt. Ltd., Pune*

Audit and Project

- **Database Reconciliation with Power BI and VBA Excel Integration**

Team members: 5   **Role: Data Analyst**

Objective:
- Conducted reconciliation between five scanning databases to ensure data consistency and accuracy, leveraging the capabilities of Power BI and VBA Excel.

Methodology:

Utilized Power BI for real-time data visualization, enabling quick identification of discrepancies. Implemented VBA Excel scripts for automated data extraction, transformation, and loading (ETL) processes, streamlining the reconciliation workflow.

Outcome:

Successfully created a centralized and reconciled dataset, providing a consolidated view across all scanning databases. This enhanced data accuracy, streamlined reporting processes, and facilitated more informed decision-making.

- **ServiceNow Dashboard Migration from Bluesight to Snow Visual task Board.**
  Team members: 5   **Role: Data Analyst**

  Work with multiple teams to understand workflow and design dashboards based on value stream mapping. Successfully implementation of VTB benefits "384hr/Month" time of Asset analyst (8 Asset Analyst 2hr/day)

Education

Oct 2008 Kolhapur	B. Sc. (Physics) Shivaji University Kolhapur
Mar 2005 Kolhapur	H.S.C. from Kolhapur Division Board Y.C.W.M. Warananagar
Mar 2003 Kolhapur	S.S.C. from Kolhapur Division Board Kodoli High school kodoli

Professional Certifications

Sep 2021 Pune	ServiceNow Certified Administration for Beginners Udemy
Dec 2013 Pune	ITIL® V3 Foundation in IT Service management Vyom Labs
May 2009 Pune	HCL Certified Engineer (HCE) HCL Career Development Centre, CDC
Mar 2006 Kolhapur	Cert. In Info. & Comp. Tech from Shivaji University Kolhapur with First class with Dist. Y.C.W.M. Warananagar

Pune   Mr Ajit Kashid.