Amresh Kumar

Freelancer | Business Automation Expert | Data Analyst | Google Workspace Developer

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Professional Summary

Dynamic and detail-oriented professional with expertise in business automation, data analysis, and custom tool development using Google Workspace, Google Apps Script, and Next.js. Passionate about helping businesses save time, improve efficiency, and scale operations by leveraging smart technology.

I design and implement tools and systems that transform manual tasks into streamlined, digital workflows - empowering teams to monitor, track, and report better.

Work Experience

Time Equipment Company, Faridabad (2021 - Present)

Role: Data Analyst

- Developed dashboards and custom Google Sheets tools to monitor equipment performance

- Automated reporting using Apps Script and integrated client data pipelines

- Created predictive maintenance trackers and task-based notification systems

D Table (2023 - 2024)

Role: Automation & Data Analytics Consultant

- Designed business automation systems using Google Workspace tools

- Built dashboards, checklists, CRMs, and lead follow-up tools

- Provided consultation for team performance tracking

CREATIVE ELECTRONIX, NIT Faridabad (Sep 2020 - Present)

Role: Data Management Executive

- Designed and managed MIS, FMS, and PMS systems

- Developed reporting tools and automation solutions

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Sakshem Exim Pvt. Ltd., Haryana (Jun 2019 - Aug 2020)

Role: Operations Assistant

- Managed e-commerce product booking and RTO operations

- Built MIS reports and coordinated for process improvements

Education

BCA (2017-2019) - United Institute of Management, Prayagraj

Senior Secondary (2016) - D.C. Lewis Memorial School (ICSE)

Higher Secondary (2014) - D.C. Lewis Memorial School (ISE)

Certifications

Data Science Certification - Top Mentor, 2023

Employability Skills Training - Mahindra Pride Classrooms

Summer Internship - SKI Carbon Black (India) Pvt. Ltd.

Project: Hospital Management System

Core Competencies

Google Sheets Automation & Dashboards

Google Apps Script, Next.js & React

Business Process Automation

MIS Reporting & Data Analytics

CRM, FMS, IMS App Development

AppSheet, HTML Email Design, Lead Management

Employee Task Monitoring, Marketing Automation

Projects & Applications

- WhatsApp Automation, FMS, IMS

- Checklist App, Help Ticket Tracker

- Email Marketing Tools, Digital Analytics

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- Telegram Bot, Tally Integration

- Rental Booking System, Order Tracker

- Pre-Sales & After-Sales Automation

Tech Stack & Tools

Google Apps Script, Google Workspace

HTML, CSS, JS, Next.js, React

AppSheet, Zapier, Make.com

Tally Integration, Telegram API

Tailwind, Lucide-react, ShadCN

Git, GitHub, VS Code

Training & Teaching

Excel Classes: Formulas, Charts, Data Management, Pivot Tables

YouTube Channel: Automation, Google Tips, Cooking Recipes (Dal Pakode, Egg Curry, etc.)

Soft Skills

Clear Communicator

Client-Centric Problem Solver

High Sense of Ownership

Creative with Attention to Detail

Tech Explorer

Current Focus

Working with business owners to create automation systems, optimize team efficiency, and develop custom apps for tracking, control, and reporting - all powered by Google Workspace and custom web solutions.