



Amit Patil

Data Analyst/ Inventory Management Specialist

Solution-oriented Data Analyst with 2+ years of experience in purchase and procurement, inventory management, and international shipping within lab-grown and Belgium diamond companies. Proficient in data analysis and automation using Power BI, Advanced Excel (VBA), Python, PowerShell, and App Script to streamline inventory and administrative operations. Recognized for reliability and leadership, with experience leading employee training programs including AI adoption, custom GPT development, and spoken English/American accent enhancement. Experienced in implementing AI-driven process improvements across accounts, purchase, payments, and back-office functions using tools such as ChatGPT, Google Gemini, and Copilot.

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WORK EXPERIENCE

Data Analyst/ Inventory Management Specialist/ Purchase Executive Task Source (including sister companies Lab Grown Diamonds USA LLC and Belgium Diamonds LLC)

07/2023 - 09/2025 Indore, Madhya Pradesh, India

Achievements/Tasks

- Enhanced operational efficiency through AI for business analysis and automation initiatives.
- Automated administrative and back-office processes using advanced Excel (VBA scripting, queries, connections), Python, batch programming, PowerShell, Google Sheets App Script, and Power BI.
- Developed and implemented AI-driven solutions with tools like ChatGPT, AI agents, and Microsoft Office (Word, Excel, PowerPoint) for data analysis and business process improvements.
- Led employee training programs as an AI trainer, including custom GPT development for spoken English, American accent skills, and tools like Adobe Photoshop, AutoCAD, and command prompt automation.
- Handled website management, data entry, job ticket making, and customer service management in **EasySoft ERP**, consistently achieving nearly 100% attendance incentive.
- Enhanced operational efficiency through AI for business analysis and automation initiatives.

EDUCATION

Master of Technology (M.Tech.)

Malwa Institute of Science and Technology

01/2019 - 01/2022

Indore, Madhya Pradesh, India

Bachelor of Technology (B.Tech.)

Vel Tech University

01/2012 - 01/2016

Chennai, Tamil Nadu, India

Higher Secondary

Kendriya Vidyalaya

01/2001 - 01/2012

Amla, Madhya Pradesh, India

INTERESTS

Yoga Practice and Instruction

Martial Arts

Gym Workouts and Fitness Training

Sports Activities and Team Coordination

Inventory Management Specialist

Kashi The Fabric Store - (Part Time)

11/2025 - Present Indore, Madhya Pradesh, India

Achievements/Tasks

- Rebuilt and standardized complete inventory structure, eliminating duplicates, mismatches, and inconsistent item codes in **SWIL ERP**.
- Created automated payment reconciliation using google sheet app script.

Inventory Management Specialist

Sweetness By AD's Kitchen - (Part Time)

11/2025 - Present Indore, Madhya Pradesh, India

Achievements/Tasks

- Designed and automated the end-to-end inventory management system for a multi-outlet food brand. Built consumption tracking models for raw materials and production cycles in **PetPooja ERP**.
- Implemented automated purchase entry, costing analysis, and wastage monitoring system.
- Developed dashboards for management reporting, including daily summaries and purchase-to-sales ratios.

SKILLS

Inventory Management

Purchase Management

Shipping and International Shipping

Data Analysis

Microsoft Office

Command Prompt Automation

Business Analysis and Strategic Planning

Spoken English and American Accent Training

PERSONAL PROJECTS

ORGANISATINAL TOOLS (10/2024 - Present)

- A collection of PowerShell, batch scripts, and an Excel macro designed to streamline organizational tasks—such as automated file copying, renaming, folder creation, prefix/suffix adjustments, file monitoring with alerts, and customizable file transfers between folders.

ACHIEVEMENTS

- BLACK BELT IN SHOTOKAN KARATE
- NATIONAL VOLLEYBALL CERTIFICATE
- NATIONAL LEVEL YOGA
- AI TRAINER AT TASK SOURCE PVT. LTD.

Certifications

Process data from dirty to clean by Google

<https://www.coursera.org/account/accomplishments/verify/R6GXARPWZ9BY>

Prepare data for exploration by Google -

<https://www.coursera.org/account/accomplishments/verify/Z6NL5U2P6B0G>

Ask questions to Make data driven decisions by Google -

<https://www.coursera.org/account/accomplishments/verify/8H43UI3HYRN4>

Foundation data, data everywhere by Google -

<https://www.coursera.org/account/accomplishments/verify/BCUZEHWZQW1R>

Getting started with Data analytics on AWS by Amazon Web Services -

<https://www.coursera.org/account/accomplishments/verify/AZYXU43TJOJY>

Generative AI prompt engineering basics by IBM -

<https://www.coursera.org/account/accomplishments/verify/NLWQ11RMS19E>

Generative AI : introduction and application by IBM -

<https://www.coursera.org/account/accomplishments/verify/T07CC2H9EF32>

Introduction to artificial intelligence by IBM -

<https://www.coursera.org/account/accomplishments/verify/HXX3BGQO96NT>

A crash course in data science by Johns Hopkins University -

<https://www.coursera.org/account/accomplishments/verify/YOFICCBET28>

From excel to power BI by Knowledge Accelerators -

<https://www.coursera.org/account/accomplishments/verify/BN8YITZVRV2B>

Excel basics for data analysis by IBM -

<https://www.coursera.org/account/accomplishments/verify/6GQGKXXD3JSP>

Getting started with Microsoft Excel -

<https://www.coursera.org/account/accomplishments/verify/3QOSK531OL49>