

# ANKITA PATIL

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I'm a results-driven Analyst with over 4 years of experience in analysis and process optimization to achieve tangible results. With a strong background in data analysis and a passion for problem-solving, I excel at identifying areas for improvement and implementing strategies to boost efficiency and productivity. Throughout my career, I've had the privilege of working with diverse teams and industries, where I've honed my skills in data-driven decision-making, performance monitoring, and project management.

## WORK EXPERIENCE

### Royal Bank of Canada | Operations Analyst

Toronto, Canada | Sep 2022 - Aug 2023

- Primary role is to support Robotic Process Automation (RPA) bot governance and quality.
- **Analyzed, cleaned, and examined raw data entities** to formulate a problem and define required data entities to support Monthly Dashboard reporting.
- Streamlined data modeling and reporting by implementing ETL tools like Tableau and Excel; guided the team in utilizing relevant reports, **leading to a 30% improvement in data-driven decision-making**.
- Elicit the technical requirements of the BOTs, and collaborate with teams cross-functionally to develop a technical solution to track and monitor the activities. Performed UAT on the identified solutions, improved operations, and reported efficiencies through new processes. Integrated the feedback to assist the team in **processing the updates and developing the process by 60%**.
- **Maintained a curated document of the relevant process** to help application teams plan upgrades.
- **Contributed to identifying risks**, supported the design and development activities with requirements clarification, supported functional activities like making reports, dashboards, and action forms developing end user documentation, and researching/analyzing for process improvements **improving the bot governance and quality by 70%**.
- Worked with Sr Operation Analyst to **deliver system health checks and collaborated with developers to communicate the issues that the BOT is facing**.

### LTIMindtree | Cloud Security Analyst

Pune, India | June 2018 - Dec 2021

- Performed security analysis of compliance of Microsoft cloud apps. Applied analytical skills to **evaluate the technical security standards and present these requirements in a manner that is concise, measurable, and flexible enough** to meet the needs of stakeholders, application teams, and technology owners.
- Proficiently utilized MS Excel for designing and generating detailed reports on cloud applications and risk assessments, adhering to established standards. Additionally, maintained expertise in data reporting guidelines, overseeing data loading, executing data queries for data manipulation, and conducting data profiling with SQL and Python for accurate data analysis and issue resolution.
- Produced effective documentation to capture and communicate the business process to **decrease analysis time and effort by 40%**. Developed the documentation of requirements and test cases so that the requirements and **test cases are unambiguous by 80%**.
- Worked with **Power Automate (PowerApps and MS Flow)** to develop and design automation workflow for clients.

## SKILLS

**Data Cleansing:** Python (Jupyter Notebook, libraries – Pandas, NumPy), SQL (MySQL/PostgreSQL), NoSQL, Microsoft Suite (Excel, PowerPoint, Word), and Spreadsheets, AWS, Azure, Hadoop (Sqoop/Hive/Pig).

**Data Modelling:** IBM SPSS modeler, Tableau Prep

**Data Visualization:** Power BI, Tableau, MS Excel (VBA/Macros/data analytics), Alteryx, IBM Cognos

**Soft Skills:** Communication Skills, Interpersonal Skills, Decision-making, Collaboration, Business Process, Problem-Solving, Critical Thinking, Negotiations and persuasion, Team Player, Project Management, Documentation

## EDUCATION

Humber College | PG in Business Insights and Analytics

Ontario, Canada | Jan 2022 - Aug 2023

Visvesvaraya Technological University | B.E in Information Science and Engineering

India | 2014 - 2018

## CERTIFICATION

Microsoft Classroom AI series

November 2021

Microsoft Certified Azure Fundamentals (AZ -900)

March 2021

Google Certified Digital Market

August 2020