

# AVTAR RAGHAV

## Senior Business Analyst

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☎ +91 8700534367

📍 Mayur Vihar – III, Delhi

## SKILLS

- ☐ SQL Server
- ☐ Power BI
- ☐ DAX Function
- ☐ VBA
- ☐ Advance Excel
- ☐ Power Query
- ☐ Power Apps
- ☐ Power Automate
- ☐ Python

## LANGUAGE

- ☐ English
- ☐ Hindi

## AWARDS

Savista Global Solution Pvt. Ltd.

- ☐ Star of the quarter award for End to End automation of training management system.
- ☐ Star Award for automate all the client reporting.
- ☐ Peer to Peer award from other department to resolve their day to day issues by automation.

## Summary

**As Trainer**, I have over 5 years of experience as a data analytical tools trainer. I have provided training to over 500 students, including working professionals, helping them enhance their skills and efficiency in dealing with data analytics.

**Analytics Professional** with over 5 years of experience in data analysis. Extensive background in Business Analyst roles within Healthcare Organizations, focusing on PHI Data Analysis and E-Commerce Sales. Proficient in SQL, Power BI Dashboards, DAX Functions, Power Query, Advanced Excel, and VBA automation. Over 4 years of hands-on experience in providing insights to drive revenue growth. Actively involved in SQL, Power BI, and Excel-based advanced automations, including data extraction, data cleaning, workspace setup, transaction and programming SQL queries, performing calibrations, and generating outputs. Strong knowledge of data mining, visualization techniques, and automation.

## Experience

### Analytical Tools Trainer

(Jan 2018 – Till Now)

- 4 days Classroom Basic to Advance Excel training Provided to the leads including AM and GM at Savista Global Solutions Pvt Ltd.
- Providing different analytical tools training like (Excel, VBA, Power Query, Power BI, SQL) in a Computer Training Institute there at Mayur Vihar Phase 3 Delhi since 2018.
- 6 days Power BI training in Electro Koko Tawa Pvt Ltd to sales team.
- 1-month analytical tools training (Excel, SQL) in Gautam Model Higher Secondary School.

### Business Analyst

(Savista Global Solution Pvt. Ltd)

(July 2022 – Till Now)

- Worked extensively in Development of Automation for Reports using VBA, T/SQL and Power BI. Familiar with Healthcare Organization data analysis.
- Analytical solutions to the various business problems.
- Understanding of PHI data for analysis to find out trend.
- Process Improvement (migrating excel based process to automated platforms using VBA)
- Finding data quality errors and sending the same to data audit people to correct errors. Created Power BI, Excel dashboard and have to provide insight from the dashboard.
- Actively involved in data extraction, data cleaning, update/modify SQL codes and performed calibrations and generated outputs.

- Writing SQL Queries and procedures and providing dashboard as per Client requirements.

### **VBA Developer**

(VRP Telematics Pvt. Ltd.)

Jan 2022 – July 2022

- Responsible for different type of monthly, weekly, daily reports using Power Query, VBA and Advance Excel, SQL.
- Involved in Stock and Sales Analysis.
- Reducing the manual effects and time of other colleagues by Automation as per their need.

### **MIS Executive**

OPPO MU India Pvt. Ltd.

November 2019 – December 2021

- Preparing Various Sales, Stock, Target vs Achievement reports on Daily, Weekly, Monthly, yearly basis according to management need.
- Resolving data related queries of sales team.
- Collection of data required from sales team.

### **MIS Coordinator**

(Power Spack Automotive Pvt. Ltd.)

- Manage the Stock Inventory in store.
- Rising PO according the stock availability.

### **Projects:-**

I have worked on many different kind of VBA, SQL, Power BI based automation and Analysis project. Two of them are described below.

- **Training Management Tool at Savista Global Pvt Ltd.**

Before Automation training team was maintaining all the training details like (Assessments Score, Personal Information and other organizational details) on Excel Spreadsheets. So it is really hard to fetch any particular colleague or batch details from different spreadsheet.

So I have created a SQL, VBA based automation tool from which they can easily upload all the related data on SQL server and also see batch/ colleagues/ period wise information and also attached a real time updating dashboard with it.

- **Work Anniversary Tool at Savista Global Pvt. Ltd.**

This tool generates work anniversary certificates and send it to the colleagues automatically according to year they have completed in the organization. This tool has 20 years Pre-designed certificates.

### **Certifications:**

- 1 Year Certification in Data Engineering from DCVS Computer Training Institute Laxmi Nagar Delhi.
- 5 stars rating in SQL Practice online web portal.

### **Education**

- 3 Years Diploma  
Uttar Pradesh Board Of Technical Education
- Pursuing Bachelor of Computer Uttaranchal University