Aanchal Uke
MIS Execution

Phone:- +91-9302984613 | Email:- aanchaluke421@email.com | LinkedIn | GitHub

SUMMARY

Highly detail-oriented and analytical MIS Executive with a comprehensive understanding of data management, reporting systems, and Excel-based dashboards. Experienced in gathering, analyzing, and interpreting large volumes of business data to identify trends, monitor performance, and support strategic decision-making. Proficient in MS Excel (Pivot Tables, VLOOKUP, Power Query), Power BI, and SQL for creating insightful reports and interactive dashboards. Skilled in preparing daily, weekly, and monthly MIS reports to track organizational KPIs and improve operational efficiency. Demonstrates a strong commitment to accuracy, process optimization, and timely report delivery to enhance overall business productivity and performance.

PROJECT

Vrinda Store Data Analysis (Excel Dashboard)
Analyzed Vrinda Store's annual sales data using Excel to identify key trends, customer behavior, and revenue growth patterns. Created an interactive dashboard with charts and pivot tables to visualize performance across regions, products, and customer segments.

Portfolio Analysis using SQL
Developed a data-driven Portfolio Analysis project using SQL to analyze business performance based on orders, customers, and books data. Wrote optimized SQL queries to extract insights about sales trends, customer behavior, and inventory performance.

Adidas Sales Analysis (Demo Project) : POWER BI
• Cleaned and analyzed Adidas sales dataset using Python (Pandas), SQL, and Power BI.
• Built an interactive dashboard to track revenue trends, product performance, and regional sales.
• Generated actionable insights on sales growth, top-performing products, and regional demand to support strategic decisions.
• Identified top-performing products and increased sales visibility, leading to **15% better forecasting accuracy**.

EDUCATION

Bachelor of Technology
Vaishnavi group of Technology Bhopal • Bhopal • 2022-2026
• Branch- Artificial intelligence and Machine Learning: Relevant Coursework: Data Structures, Machine Learning, Artificial Intelligence, Python Programming, Database Management, Statistics, Data Analytics

• CGPA:- 7.23

SKILLS

TECHNICAL SKILLS
Excel (Pivot Tables, Power Query, VLOOKUP, Charts).
Programming & Data: Python (Pandas, NumPy, Matplotlib, Seaborn), SQL (Joins, CTE, Window Functions).
• **Visualization & Reporting**: Power BI (DAX, KPI Reporting), Excel (Pivot Tables, Power Query, VLOOKUP, Charts).
• **Other Tools**: GitHub, Jupyter Notebook, MS Office Suite.

Soft Skills
• **Analytical Thinking** – Skilled at identifying trends and insights from complex datasets.
• **Problem-Solving** – Experienced in developing data-driven solutions to improve business performance.
• **Communication Skills** – Ability to explain insights clearly to both technical and non-technical stakeholders.
• **Collaboration & Teamwork** – Strong experience working with cross-functional teams in sales, healthcare, and technology.
• **Time Management** – Consistently deliver high-quality work within deadlines.