

**SILVIYA JENCY. J**

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To obtain a challenging position as Business Analyst that would increase business productivity of the organization & in turn enhance my skills & competency.

### ❖ **Professional Experience**

#### **Business Analyst | Stanson Rubber Products, Chennai | September 2020**

- Providing reports of plan vs actual for sales manufacturing and stock clearance.
- Coordinated meetings between management teams, users, and internal business analysts.
- Monitor and report on Production management problems and issues.
- Analyzing and Tracking Purchase order data for sales improvement.

### ❖ **Educational Qualifications**

- Secured Second class (**50%**) in **B.A Economics** from Stella Maris college, Chennai (**May 2020**).
- Secured first class (**83%**) in **HSLC** from Immaculate Heart of Mary's Girls Hr. Sec.School, Chennai (**May 2017**).
- Secured first class (**78%**) in **SSLC** from Immaculate Heart of Mary's Girls Hr. Sec.School, Chennai (**May 2015**).

### ❖ **Skills**

- BI tools: Excel (Advanced), Excel-VBA, MS-Word , PowerPoint, Power BI (Beginner).
- Leadership skillset.
- Quick Learner

### ❖ **Certifications:**

- Loyola Business Development Skill.
- Asia Record – Made India Map with Students.

❖ **Languages Known:**

- English.
- Tamil.

❖ **Area of interest:**

- Descriptive Data Analysis.
- Data Visualization.
- Create Power BI and Tableau Dashboard.

❖ **Extra-curricular Activities**

- Rotract Club Service- Organizer for the Social awareness programs during school days.
- NSS- Motivated towards service.
- Organizer for the Department programs and functions during college days.
- Classical Dancer

Date:

Place: Chennai.

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