Kush Navi

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https://kush219.github.io/

PERSONAL STATEMENT:

Proficient in Python, SQL, Tableau and Power BI with experience in data analysis, visualization, and database management. Skilled in leveraging Python scripting and SQL querying for develop robust data solutions. Experienced in creating compelling visualizations and interactive dashboards using Tableau & Power BI. Ready to contribute expertise and drive business success through insightful, data-driven strategies.

EDUCATION:

Bachelor's in Commerce from IGNOU

TECHNICAL SKILLS:

- **Language:** Python, SQL, VBA Macro
- **Tools:** Python, MySQL, Tableau, Power BI, Excel and Power Point
- **Database:** MySQL
- **Libraries:** Pandas, NumPy, Matplotlib, Seaborn, PySpark, SciPy.
- **Power BI-Business Intelligence for Beginners to Advance:** Completed from Udemy with duration 35 hours.
- **Zero to Hero in Tableau Data Visualization using Tableau:** Completed from Udemy with duration 13 hours.
- **SQL Basics and Fundamentals:** Completed from iNeuron Tech with duration 15 hours.
- **Learn Python Programming Beginner to Master:** Completed from Udemy with duration 57 hours.

Prepared sample dashboards on Power BI and Tableau, available on Github (https://kush219.github.io/)

WORK EXPERIENCE:

Assistant Manager MIS
Teleperformance Global Services [Axis Bank]   **(16-Apr-2018 to till Now)**

Responsibilities:

- Prepare visual reports to track key performance indicators (KPIs) like score card, unit productivity, month-over-month (MoM) trend, C2I, target vs revenue achievement, CRM report and incentive.

- Responsible for generating various daily, weekly and month end reports use for tracking bank statistics and collection progress.

- Plan targets, monitor key metrics and achievement of overall goals on a daily, weekly & monthly basis to meet the delivery requirements.

- Maintain and analyze the partner database, which consists of information on deliveries sent to clients.

- Generate reports on sales team input for management that helps the sales team identify areas that need improvement.

- Manage the monthly and YTD scorecard process for over 350 employees in the sales department from Operations RSM to VRM level.

- Develop excel template for data collection and reporting.

Executive MIS

CPM India Sales & Marketing   **(30-Oct-2017 to 15-Apr-2018)**

Responsibilities:

- Created MIS Reports for highlighting employee & process performance.
- Responded to queries from the field officers and team leaders.
- Provided the technical support of field officers.
- Created the route plans of field offers for store visits.
- Generated and managed daily, weekly, and month-end reports used to track bank statistics and collection progress.
- Planned targets, monitored performance, and tracked the achievement of overall goals on a daily, weekly, and monthly basis to meet delivery requirements.

Executive MIS

Intelenet Global Services [RBL Bank]   **(01-Feb-2016 to 05-Aug-2017)**

Responsibilities:

- Managed daily, weekly, and month-end reports used to track bank statistics and collection progress.
- Planned targets, monitored performance, and tracked the achievement of overall goals on a daily, weekly, and monthly basis to meet delivery requirements.
- Maintained and analyzed the partner database, which contained information on deliveries sent to clients.
- Generated reports on sales team performance to help management identify areas for improvement.
- Managed the monthly and year-to-date (YTD) scorecard process for over 150 employees in the sales department, from Operations RSM to VRM level.
- Developed excel templates for data collection and reporting.

Executive MIS

Unigrow Ventures -   **(29-Apr-2014 to 15-Jan-2016)**

Responsibilities:

- Created MIS Reports for highlighting employee & process performance.
- Generated and managed daily, weekly, and month-end reports used to track bank statistics and collection progress.
- Planned targets, monitored performance, and tracked the achievement of overall goals on a daily, weekly, and monthly basis to meet delivery requirements.

Date: **(Kush Navi)**