MAHIMA mITRA

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| ExperiEnceNov’23 - PresentAssistant Manager | Business Analyst | Biocon Biologics Ltd. Spearheaded the development of a SaaS based data management and analytics tool for 2 products and 2 sites, catering 17+ users, aimed at automating manual data fetching, contextualizing, and connecting data for comprehensive process flows.   * Reduced 70% efforts and time spent only on data management per year, saving 1900+ total employee hours. * Fast-tracked batch investigation time by 30%, leading to faster batch release. * Reduced the risk of batch failures through early and on-time risk assessment  Enabled faster root cause analysis and CAPA implementation, saving the company Rs.305K annually from batch failure. * Reduced experimental efforts by 10% by real time data analysis and experimental planning. * **Requirement Gathering**: Collaborated with cross-functional teams to gather and analyze user process flows, identified gaps, providing effective solutions and timely analysis to ensure efficient use of data and refine workflows * **Process Improvement**: Automated data fetch from SAP to Excel using Python scripts, eliminating manual entry of 136 data points per batch, reducing transcription errors by 100%. * **Automated pre**-processing of system generated data using python scripts, reduced the number of steps from 6 to 2. * **Testing and Quality Assurance:** Conducted continuous testing, providing feedback, and pre-emptively resolving anomalies to maintain high-quality standards and logical integrity. * **Project Tracking and Communication**: Managing project activities and timelines using SharePoint Kanban boards and Power BI dashboards. This facilitated effective steering and retrospective meetings for managing project timelines, deliverables, and stakeholder communication. * **Training and Documentation**: Prepared application launch release poster and provided hands-on training to end users, ensuring quick adoption and smooth implementation. * **Prospects**: Initiated discussions for fetching equipment data and exploring advanced analytics workflows to aid in improvement of yield, identifying potential revenue growth opportunities worth Rs.547K.  Dec’21 – Oct’2023Data Analyst | Dr. Reddy’s Laboratories Ltd. Led the development of a high-calculation statistics-based application using Mendix to streamline establishment of similarity between production and R&D batches for successful process scale-up.   * Refined calculation by researching new and historical methods used to these calculations and fitting which method works for our data * Documented business processes and workflows, creating comprehensive business requirement documents (BRDs). * Evaluated 2 vendors by scheduling calls, translating and communicating requirements and finalized one based on time, cost and capabilities * Directed the development of application by translating the business requirements to developers by user stories * Formulated test cases and performed testing for the application. Developed python scripts to cover a lot of scenarios effectively. * Delegated and monitored the data structure formulation by the data engineering team, ensured that it was made on time and in sync with the developmental needs * Tracked the activities by using jira board, Monitored the project progress by using JIRA. Followed Agile framework   Created a Tableau-based process distance ranking dashboarding tool for early-stage product screening and optimization stages for 2 departments   * Researched methods to calculate distance based ranking methods like Z score, criticality, * This reduced number of samples sent for analysis by 60% reducing the turn around time by 50%, enabling faster decision making and faster experiment planning. * This reduced the overall turnaround time for completion of screening and optimization by 25%.   Developed a method for batch tunnel derivation using spline and PLS, identifying the best solution.  Partnered with the executive team to formulate and report KPIs for developing a data visualization and batch comparison analysis tool for research data in upstream cell culture processes. This included building a spline and PLS-based visualization and analytics method.   * Evaluated in-house vs. SCADA systems, implemented excursion limits, and set up email/mobile app notifications. * Logical setting for identification phases in OSI PI data, Data frame establishment, tags configuration * Forecasting model for batch progression   Developed new templates and automated equipment data fetch for electronic lab notebooks (ELN).   * Created a dashboard to monitor multiple key performance indicators (KPIs).   Collaborated with vendors and internal teams to implement new logic for design of experiments (DoE).   * Successfully convinced stakeholders to adopt the new logic, ensuring alignment across teams. * Collaborated on a Mendix-based DoE selection platform to optimize experiment planning, enhancing data yield and reducing experimental time. * Extended and adapted the DoE recommendation tool for downstream process and formulation development.   Constructed a SQL-based data lake structure for 3 RnD departments streamline data flow into future products and to aid data connectivity for large processes by direct data fetch from RnD data sources like eLN, LIMS, SAP and RnD equipment like Historians and TCP/IP systems.  Trained and mentored an intern in a project to extract information from research publications, achieving a 45-60% accuracy in extracting glycosylation effectors and responses from PUBMED abstracts.  Demonstrated leadership skills by overseeing project planning, execution, and maintaining open communication with the intern. Sept’20 – Nov’21Research Associate | Dr. Reddy’s Laboratories Ltd. Performed cohort analysis to support data analysis in product development processes for early-stage drug development by using JMP for statistical analysis and Microsoft Excel for data visualization dashboards.  Worked on various projects in life cycle of multiple products at RnD scale like process screening, optimization, development and troubleshooting in early-stages drug development.  Managed and adhered to good data practices and quality compliance. |
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| EducationMay 2020B. Tech Biotechnology | Vellore Institute of Technology | Vellore, Tamil Nadu CGPA: 8.30   Certifications: Google Digital Marketing  IBM Data Analytics  Introduction to Statistics |
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| skills  * Project Management: JIRA, SharePoint Kanban, Agile, Scrum Methodologies * Business Analysis: Requirement gathering, Process Improvement * Data Visualization: Power BI, Excel, JMP * Data Management: SQL, Python, Excel * Documentation: Visio, Miro, Microsoft Office Suite * Leadership: Communication, Stakeholder management, Organization |

# PERSONAL PROJECTS AND VOLUNTEER WORK

Developed an activity management tool using SharePoint to track and monitor activities, providing valuable insights through visual representation of trends.

Organized and managed the attendee list for Hyderabad tango milonga events, ensuring a seamless and enjoyable experience for all.

# PROFESSIONAL DEVELOPMENTS

Collaborated with vendors and developers to seamlessly transfer business requirements.

Followed agile methodologies and scrum methods to stay on track in the project development timelines.

Trained and mentored an intern in information extraction from research publications. - Coordinated with team members to build applications

Developed POCs using statistical modelling techniques by leveraging Python and JMP - Designed and implemented solutions to identified problems.

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| Soft skills | |
| Languages: English, Hindi, Spanish |