

VIJAY RODRIGUES

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<https://www.linkedin.com/in/vijay-rodriques-6b6422164>

<https://github.com/VijayRodrigues>

TECHNICAL SKILLS

Analytical Tools: Power BI (basics) and Excel, Data Visualization, Data Preparation, Presentation

Programming Languages: Python & HTML, Web Scraping (BeautifulSoup and SeleniumWebdriver), SQL

WORK EXPERIENCE

PROZIOD ANALYTICS, Bangalore

Data Analyst – Tender Analytics Team

Aug 2020 – Present

- Use excel to build customized reports using **Excel pivot tables** and **VLOOKUP** functions which would be delivered to the customers.
- Provide detailed weekly and quarterly site status reports to specific customers.
- Using **Python** I prepare the RFP's (Request for Proposals) and set the tender process timeline before mapping the tariff's on the system.
- Also involved in the process of tender analytics along with other **team members** in **extracting** the data and finding information from **large metadata datasets**.
- Understand Business requirements and provide feedback to both the suppliers and the clients on tender progress.

TEKsystems, Bangalore

IT Recruiter – Contract Team Management

Jan 2019 – July 2020

- Sourcing and screening profiles through referrals and job boards like LinkedIn and Naukri before submitting to the Client Manager.
- Supported clients from various domains like **Banking, Automotive, Retail, E-Commerce** and **Healthcare** and gathered market intel on the job positions.
- Was able to close a position on Senior **ATG Developer** (Legacy technology) in a span of **13 days** and received appreciation from the customer and also mentored **2 team** members.

- **Tableau profile:** <https://public.tableau.com/app/profile/vijay.rodriques>
- **PowerBi profile:** <https://app.powerbi.com/home?noSignUpCheck=1>

EDUCATION

- **MBA in Marketing and HR** - SDM PG Centre, Mangalore, MAY 2018
- **BCA (Bachelor in Computer Applications)** - St. Aloysius College, Mangalore, MARCH 2016
- **12th Science PCME** - St. Aloysius PU College, Mangalore, MARCH 2013
- **SSLC – 10th** - St. Aloysius High School, Mangalore, MARCH 2011