

AJAY KUMAR

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📍 JIND, Haryana

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CAREER OBJECTIVE

Result-oriented & with expertise in **SQL** Database, **Advanced Excel**, google sheets, Business Intelligence tool (**Power BI**). Another I have a strong ability to Data collection, data cleaning, analyze data to generate valuable insights for business decision-making. I have successfully completed projects utilizing my analytical skills and visualization techniques.

WORK EXPERIENCE

MIS Coordinator

Navriti Technologies Pvt. Ltd

📅 May 2024 – Present

📍 Noida, UP

- Lead data management processes and maintain accurate reporting systems.
- Manage and data collection, entry, and reporting functions across departments.
- Built and maintained Excel and Google Sheets-based tools for tracking performance indicators.
- Coordinate with stakeholders to ensure MIS data accuracy and timely delivery.

PERSONAL - PROJECTS

Sales Insights Analysis

SQL, Power BI

📅 May 2023

- Extract data from 5 related tables in sales database using SQL JOIN.
- Transformed and filtered data using aggregating and filtering functions for improved reporting.
- Visualized data with Power BI to identify key Business intelligence for enhancing sales performance.

E-Commerce Data Analysis

Excel Dashboard

📅 Aug 2023

- Highlighted the top 3 based on their share percentage in overall sales.
- Analyzed sales data from each category to understand the performance of different categories.
- Analyzed profit data specifically from the top 10 to identify the most profitable categories.
- Identified which state generate the highest & explored potential reasons behind the variations.
- Identify the top 10 selling products based on the sales volume. And displaying the top 10 customers who contribute the most to the overall profitability.

Superstore Data Analysis

Power BI

📅 April 2023

- Analyzed Superstore sales data by region, category, segment.
- Created Visualizations to display the sales and profit data.
- Identify the top 10 selling products. And top 10 profitable customers.

EDUCATION

Bachelor of Arts

General Arts

University of IGNOU

📅 2021-2024

📍 Hisar, Haryana

CERTIFICATIONS

- Diploma in Computer Application's & Programming, Chandigarh Haryana.
- Learning Data Analytics: 1 Foundations

SKILLS

- **SQL (MySQL Database)**
- Microsoft Office (Excel, Word, PowerPoint)
- **Advanced Excel** & Pivot tables
- **Data Analysis** & Data Manipulation
- Business Intelligence tool (**Power BI**)
- Google sheets