

# Ashok Choudhary

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I am a recent **Computer Science graduate** with a solid foundation in **data analysis**, financial modeling, and business intelligence. Proficient in **Excel, Power BI, SQL, Tableau**, and **Python** for **data visualization**, management, and **data transformation**. Experienced in creating **dashboards**, analyzing data trends, and delivering actionable **insights** to drive strategic decisions. I am looking to apply my expertise in **data analytics**, reporting, and **visualization** in an **Analyst** role.

## Education

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<b>Mahaveer Institute of Technology and Science</b>	Aug 2020 –Feb 2024
• Bachelor's in technology, Computer Science Engineering	
<b>Thakur College of Science and Commerce</b>	Jun 2018 – Feb 2020
• Higher Secondary Certificate (High School/Equivalent)	

## Experience

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<b>E-commerce Executive</b>	
Renaissance Global Limited	Mar 2025 – Present
• Managed daily e-commerce operations using <b>Google Sheets</b> and <b>Excel</b> , ensuring timely order fulfillment and inventory updates.	
• Built a <b>Python-based invoice data extractor</b> , reducing manual data entry <b>effort by ~80%</b> .	
• Collaborated cross-functionally to monitor <b>purchase orders</b> , dispatches, and operational timelines	
• Gained practical knowledge in <b>Power Query</b> and <b>Excel analytics</b> for cleaning and analyzing large datasets	
• Exposure to <b>automation and scripting</b> to improve reporting workflows	
• Familiar with <b>market operations</b> , product movement tracking, and data-backed decision-making	
• Built and published <b>Power BI Open Order Report</b> with automated refresh on <b>Microsoft Fabric Service</b> .	
• Developed and uploaded <b>interactive Open Order dashboards</b> on <b>Power BI (Fabric Online)</b> for management visibility.	

## Operation Analyst

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<b>Mataji Cement Depo (working for Shree Cement)</b>	Aug 2021 – Dec 2022
• Utilized advanced <b>Excel</b> functions to manage financial records, perform <b>data analysis</b> , and create detailed reports.	
• Generated monthly financial <b>reports</b> using <b>pivot tables</b> and <b>visualizations</b> , contributing to sales performance tracking.	
• Conducted variance analysis to explain differences in monthly sales and forecast performance.	
• <b>Managed</b> daily financial transactions, ensuring accurate bookkeeping and timely reporting to management.	
• Collaborated with business teams to streamline processes, improving transaction management and reporting efficiency.	

## Projects

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### Credit Card Dashboard Project

- Created a **Power BI** dashboard to visualize **key financial metrics** such as spending patterns, customer demographics, and transaction history.
- Cleaned data using Power Query in Excel and structured the data in **SQL** for seamless integration.
- Developed insights into financial trends that aided in budgeting and resource allocation **decision-making**.
- Tools Used: Excel, **Power BI**, SQL.

### Vrinda Store Sales Dashboard

- **Created an Annual Sales Dashboard** for Vrinda Store (2022): **Analyzed sales and order data**, identified **key trends**, and provided actionable insights **to enhance** marketing strategies targeting women aged 30-49 in specific states. **Visualized insights** using an **interactive dashboard** to aid strategic decision-making.
- Tools Used: **Excel**, Power Query.

### Store Sales Analytics Dashboard (Tableau)

- **Developed an Interactive Store Sales Dashboard:** Visualized **key metrics** like Sales, Profit, and Orders in **Tableau** to **analyse trends** and **track** regional performance.
- Provided Actionable Insights: Designed **dynamic visualizations** to support **data-driven** sales strategies and decision-making.
- Tools Used: **Tableau**, Data Integration, Visualization.

### Hospital Management System

- **Developed** an online system to connect patients directly with doctors, reducing appointment time costs. The system allowed for easy appointment scheduling, online prescription checks, and online payments, **minimizing data loss** by storing all information in a **database** for future reference.
- Tools Used: HTML, CSS, JavaScript, PHP, **SQL**.

### Automated Invoice Data Extraction & Analysis (Python, Data Processing)

- **Automated** the **extraction and consolidation** of key **invoice data** from PDF files to Excel using **Python (pandas, Pdfplumber)**, streamlining finance **data reporting** workflows.
- **Applied data cleaning** and **transformation** techniques to reduce manual entry, improve **data accuracy**, and enable faster invoice analysis for business operations.

### Diwali Sales Analysis

- Completed an end-to-end **Python EDA** project in **Jupyter Notebook** using **pandas, NumPy, Matplotlib, and Seaborn**.
- **Cleaned** and **prepared data** (handled missing/duplicate values, corrected types, light feature engineering).
- Explored data with **histograms, boxplots, and correlation heatmaps** to uncover patterns and insights.
- Organized a clear, reproducible workflow from data loading to **insight-driven visualizations**.

## Skills

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- **Financial Analysis:** Budgeting, forecasting, variance analysis, Data Modeling
- **Technical Skills:** Excel (pivot tables, VLOOKUP, formulas), Power BI, SQL, PowerPoint,
- **Tools:** MS Office Suite, MYSQL, Tableau, Python
- **Soft Skills:** Problem-solving, teamwork, communication

## Certificates

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- DATA ANALYST – ([ExcelR Solutions](#))
- DATA ANALYTICS JOB SIMULATION – ([Tata - Data Visualtions - Job Simulation](#))
- DATA ANALYTICS JOB SIMULATION – ([Deloitte - Data analytics job simulation](#))

## Extra Curriculum activities

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### Zest [ Inter-College Fest]

- Event Coordinator in college fest (Coordinated and managed college events, handling logistics, budgets, and promotions to ensure successful execution.)

### Deloitte Australia Data Analytics Job Simulation on Forage - June 2025

- Completed a Deloitte job simulation involving data analysis and forensic technology
- Created a data dashboard using Tableau
- Used Excel to classify data and draw business conclusions

### Tata Data Visualization: Empowering Business with Effective Insights Job Simulation on Forage - June 2025

- Completed a simulation involving creating data visualizations for Tata Consultancy Services
- Prepared questions for a meeting with client senior leadership
- Created visuals for data analysis to help executives with effective decision making