**Resume**

SK Mahidul Islam

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**Career objective:**

As a person, I have always kept myself busy learning new things. To develop relevant practices and procedures for preparing business reports.

**Experience Summary:**

* I am working as a **Business Data Analyst II** at **Vmware Inc in Bangalore** since 13th Feb 2017 to till date.
* I was working as a **Reporting Analyst (Quote to Order Management)** at **Oracle India Pvt. Ltd. In Bangalore** since 7th May 2015 to 6th Feb 2017.
* I have worked as a **Business Analyst (Reporting)** at **GraphX Solution India Pvt. Ltd. In Bangalore** since 2nd July 2012 to 6th May 2015.
* I have worked as an **Audit Executive** at **Rangaraju and Associates** in **Bangalore** from **31st March 2011 to 16th June 2012.**

**Skills**: Tableau, SQL, SAP BI(WEBI/BOBJ), Power BI, Data Visualization, Excel

**Present: Business Data Analyst II in Vmware Inc.**

Understanding business needs, optimizing processes, collaborating with stakeholders and IT team, get data, analyzing trends, developing dashboards and manage dashboards.

* Prepare all business reports for stakeholders mentioned below:

1. Sales Pipeline and Bookings report
2. Revenue, CSAT and Backlog report
3. Utilization Dashboard
4. Sales Digest Dashboard
5. Adhoc Reports request.
6. Report requests receive through pshelpdesk from stakeholders and provide reports within SLA.

**Previous: Oracle India Pvt. Ltd as Reporting Analyst (Quote to Order Management)**

* Prepare reports in below mentioned for Daily/weekly/monthly/Quarterly reports for external and internal stakeholders.

1. Forecast report
2. KPI Dashboard for multiple LOB’s
3. Weekly/monthly Metrics report
4. Volume summary report
5. Audit samples
6. Quality measure report (Output Quality)
7. TAT
8. Test Quote in productions.
9. LOB Month End Reports
10. Q-End Report and Adhoc
11. SET(Sales Experience) Tracker
12. CQS Tracker

* From above all, few reports are automated completely, and few are partially automated using VBA macro. Automated reports are like:
* Audit samples
* Test Quote in productions
* LOB Month End
* Weekly metrics
* CQS Tracker
* Daily and weekly KPI
* Output Quality

**Previous:** **GraphX Solution India Pvt. Ltd. (Previous Name - Metaphor System Pvt. Ltd.) as a Business Analyst.**

* Prepared Business reports for **daily and weekly reports** for clients. Reports are like-

1. Score Card Report.
2. Quintile Report
3. Trending Analysis Report.
4. Shopper Track Report.
5. C-SAT (Customer Satisfaction) Report.
6. Operational Report.
7. Ad-hoc Request Report.
8. Aged inventory Report.
9. Proposed Accessory Order Matrix Report.
10. Time and Attendance Report.
11. Equipment Exchange Report.

* Automated Reports by using Excel VBA Macro as per client requirements.
* Was taking care of SLA(Service Level Agreement) and Giving Floor Support.
* Created new Reports templates for new client/existing clients.

**Previous : Rangaraju and Associates as an Audit Executive.**

* Preparation for Audit & Finalize Profit Loss A/C and Balance sheet.
* Preparation for Half-yearly audit reports.
* Daily, Monthly Bank Reconciliation Statement.
* Preparation of daily statement, setting of vouchers.
* TDS return
* Income Tax Returns
* Bills Payable and Bills Receivable
* General ledger Account (GL)

**Technical Skills:**

* SQL, Tableau, BI Tools (SAP BOBJ/OBIEE), Oracle Data Visualization.
* Advance Excel, VBA Macro, M.S. Word, Power Point.
* Basic knowledge on Python and PowerBI.
* Outlook, Web mail.

**Educational Qualification:**

* Have completed **Master of Business Administration (Finance and Marketing)** with **1st division** from Bangalore University, T. John College in 2011.
* Have completed **Bachelor of Computer Application (BCA**) with **1st Division** from Bangalore University, T. John College in 2009.
* **Personal Information :-**

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| **Name** | SK Mahidul Islam |
| **D.O.B.** | 14/04/1986 |
| **Gender** | Male |
| **Marital Status** | Married |
| **Hobbies** | Watching Movies & Playing cricket |
| **Permanent Address** | Village+P.O.- Bhogpur, P. S. – Kolaghat, Dist. Purba Medinipur, State – West Bengal, PIN – 721151. |
| **Current Address** | No-7, 3rd Floor, Vinayaka Nagar, JP Nagar 5th Phase,  Bangalore, India – 560078 |
| **Nationality** | Indian |
| **Languages known** | English, Hindi & Bengali. |

**Declaration:**

I hereby declare that the information furnished above is true to the best of my knowledge & belief.

Thanks,

Date:

Place: Bangalore SK Mahidul Islam