Vikas Patil

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Summary

Have expertise in doing excellent documentation on business requirements. Expertise in System design and development required for business process. Expertise in Project and Corporate MIS.

Have Skills in designing and automating various tools for MIS and operations. Have good written and oral English skill

Have experience in Business Analysis and Data Modeling

Specialties: Business Analysis, Data analysis and VB

Experience

**Manager – MIS at confidential**

Jan 2019 – Till Date

* Manage a team of 40 data analyst and ensure that all key metrics of performance as per the Client SLA are met and exceeded.
* Manage team performance and responsible for the overall development of the team
* Maintaining the L&D MIS, budget vs. actual, variance analysis and sharing the monthly provision to finance team.
* Developing various tools for increase in productivity.
* Plan, direct and lead activities, ensuring reporting are aligned with the strategic direction of the business.
* Working towards forming training need identification system for the organization at global level, understanding training requirements from various department heads
* Data Analysis and Creating MIS Preparing the daily, weekly & monthly dashboard for review purpose
* Manage and monitor forecasts for volume, productivity and shrinkages
* Maintaining and tracking of inter department KPI’s.
* Process deep dive for process improvements.

**Sr. Data Analyst at Advantmed**

Mar 2018 – Jan 2019

* Data analysis activities and working closely with end users (both internal and external clients) to translate requirements into data-driven applications and data visualisation solutions (e.g. reporting and dashboards)
* Responsible for data injection, transformation, analysis and visualisation
* Design and implementation of medium to large custom application data models
* Microsoft GP reports automation using VBA and Vb.net
* Developed Web based dashboards

**Assistant Manager BI at Credence**

May 2017 – Jan 2018.

* Collect & analyze relevant pieces of customer information
* Cross-check internal and external information sources
* Ensure adoption of consistent process/methodologies/source data (modelling, assumptions, use of external data sources)
* Initiate and coordinate PAM collection activities − Determine the customer’s lifecycle and value to the organization
* Integrate internal / external customer level data to measure / track customer value and buying behaviour (e.g. recency, frequency, SLAs)
* VBA and .Net automations.
* Proactively identify actions to capture value (i.e. retain, develop and acquire) − Establish intuitive reporting methodologies, perform ad-hoc market analysis as required to support strategy and analyze performance
* To allow management to drive sales force activities o to maximize revenue opportunities via detailed customer knowledge.

Delivery Planner at Honeywell

July 2015 – April 2017

* Analysis of End to End process
* Finding Scope of enhancement in existing system.
* Finalization of BRD and FRD.
* Manage programs for new systems implementation and train resources
* Manage KPI reports.
* Developing Application in VBA, VB.net and ASP.net
* Ensured project documentation, scheduling and deliverables mapped precisely to customer requirements
* Responsible for the analysis of the requisition, specifications, pricing, delivery and reports for quality.
* Implemented deliverables and dependencies logic to establish links.
* Provided Status reports to Management and internal teams on a weekly basis.
* Evaluation of suitability and analysis of supplies performance.
* Publish updates to supplier quality management team and supplier's performance.
* Coordinate plans which was based on the schedule and BOM.

Sr Data Analyst at Trigent Software Limited (Client Honeywell) November 2014 – July 2015

* Validation of data received from field and ENA, America and APAC.
* Analysis of data received from various regions for EBI, DVM and HEM.
* Analysis of SFDC data extract and current opportunities to be loaded in SFDC.
* Analysis of Data to be retire system in Honeywell Software Center.
* Quality check for the team.
* Maintain an awareness of current legislation, developments and conditions affecting assigned business unit operation policies, procedures, programs, etc
* Documentation of current procedure.
* Analysis of SOD, Number of opportunity and total cost
* Resolve queries rise by team.
* Conduct training.
* Co-ordinating with various stakeholders.
* Standardization of work procedure across all three regions/poles.
* Conducting Brain storming sessions for automation of current work procedure.

Assistant Manager at Wipro (Syncada Taken over by Wipro) 2013 – August 2014

• Focal point for making sound decisions related to data collection, data analysis, data security, methodologies and designs.

• Conducted research to collect and assemble data for databases - Responsible for design/development of relational databases for collecting data.

• Maintained the data integrity during extraction, manipulation, processing, analysis and storage.

• Built data input and designed data collection screens - Managed database design and maintenance, administration and security for the company.

• Discussed intelligence and information requirements with internal and external personnel.

• Data output - Made data chart presentations and coded variables from original data, conducted statistical analysis as and when required and provided summaries of analysis.

• Trained data analysis beginners to improve overall efficiency of department.

• Cooperated with external outsourcing for the design and development of analysis.

• Understand client requirements and come up proposals to implement the same with appropriate solutions and alternatives with ROI and cost benefit analysis.

• Formulate proposals for new systems and information needs by analyzing existing systems, procedures and business requirement and define recommended technical and process improvements.

• Study end-to-end processes for Europe and US operation and drive improvements with an objective of enhancing the system capability and driving process efficiency, resource optimization and cost reduction/ optimization.

• Maintain an awareness of current legislation, developments and conditions affecting assigned business unit operation policies, procedures, programs, etc.

• Project management and be result oriented in driving Process Improvements.

Sr Business Analyst at Syncada LLC

December 2012 – September 2013

• Focal point for making sound decisions related to data collection, data analysis, data security, methodologies and designs.

• Conducted research to collect and assemble data for databases - Responsible for design/development of relational databases for collecting data.

• Maintained the data integrity during extraction, manipulation, processing, analysis and storage.

• Built data input and designed data collection screens - Managed database design and maintenance, administration and security for the company.

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• Study end-to-end processes for Europe and US operation and drive improvements with an objective of enhancing the system capability and driving process efficiency, resource optimization and cost reduction/ optimization.

• Maintain an awareness of current legislation, developments and conditions affecting assigned business unit operation policies, procedures, programs, etc.

• Project management and be result oriented in driving Process Improvements.

• Prepare Business and Functional required documents.

• Analyze costs of existing operations and estimates cost savings to be achieved by implementing proposed changes.

Programming Analyst at BNY Mellon

February 2011 - December 2012 (1 year 11 months)

* Developed custom-made applications for multiple clients
* Performed testing, maintenance, debugging and documentation for every process
* Designed and wrote the automation code for database queries and resolution
* Created link based module to enable automatic updates for excel workbooks
* Designed client specific modules for automatic reconciliation and tracking database modifications Designed a self-training manual for clients and their employees
* Assisted in the development and maintenance of database migration module Provided on site and off site troubleshoot assistance

MIS Executive at Quinnox

March 2010 - January 2011 (11 months) Responsibilities:-

* Data analysis
* Preparin Management Quarterly and Yearly reports Statement of Work.
* Documentation.
* Preparing MIS reports and develop various tools for MIS. Assist Head of Business Unit in Admin

Sr. Associate at Syntel State Street Corporation   
February 2008 - December 2009 (1 year 11 months)

As a Sr. Associate I am involved in various business operations activities to increased quality, efficiency to meet their target. I am also involved in documenting the business process by identifying the requirements and also involved in finding the system requirements. Due to my knowledge in MS Access and Excel, I am also involved various analysis related to business process and also was responsible for implementing the same. Also took an active part in data modeling and various six sigma and lean projects.

Projects Handled:

* Automated Management Overview report using SQL and Excel
* Prepared Centralized Database in Access wherein all the updates and sample trade ticket with the procedure to book the trade is stored in centralize manner so that every trade processor can review it, this increased the productivity and reduced the errors
* Prepared Second project is time sheet project a system developed for capture the productivity of an associate in accurate timely manner and designed an automated tool for report generation in real time.

**Reward and Recognition:**

* Yellow Belt certification.
* Was a Part of two Different Six Sigma projects Won Syntel Value Awards (Smart).
* Won Lean award from International Quality and Productivity Center (IQPC) held in Singapore as a project contributor.

Associate at WNS global Services

April 2006 - February 2008 (2 years 11 months)

* Handled 9 portfolios and was responsible for all accounting activity such as books of account reconciliation,   
  generating monthly statement report, cash matching, settlement of all claims and offsetting.
* Prepared count sheet to gauge the productivity of the process. Data Migration on monthly basis, preparing daily, weekly and Monthly operational reports.
* Designed various reporting macro. Automated process dashboard. Process   
  training given for new jonnies.
* Transition of new process done.

Academics

Bachelor, Commerce

Pune University B.Com

**Diploma in Information Technology**

**National Institute of Information Technology**