Meghan Kotak

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EDUCATION

The University of Texas at Dallas – TX   **Aug 2024 – May 2026**
Master of Science in Business Analytics and Artificial Intelligence   **GPA:3.5**
Coursework: Business Analytics with R, Business Data Warehousing, Advance Statistics, Predictive Analytics

Dwarkadas J. Sanghvi College of Engineering – Mumbai, IN   **May 2021**
Bachelor of Science in Chemical Engineering with Distinction   **GPA:3.20**

PROFESSIONAL EXPERIENCE

63 Moons Technologies Limited – Mumbai, IN   **Jun 2023 – Jun 2024**
Business Analyst

- Collected and documented requirements from stakeholders using JIRA, Confluence, and MS Office, reducing rework by 30%.
- Built **Power BI** dashboards and reports in capital market for key KPIs, improving executive visibility into product performance.
- Analyzed financial datasets using **SQL & Python**, uncovering performance gaps that improved operational efficiency by 12%.
- Led **UAT** sessions and developed release notes/training material, driving a 30% increase in dashboard adoption across business units.
- Collaborated with cross-functional teams (Product, QA, and Business) to deliver high-value features improving team efficiency by 20%.

Tata Consultancy Services – Mumbai, IN   **Dec 2021 – Mar 2023**
Business System Analyst **(Client: National Stock Exchange of India)**

- Worked onsite at NSEIL in the Banking and Financial Services domain, ensuring the reliability of trading and settlement systems.
- Enhanced test coverage by designing test-case scenarios in collaboration with top line developers, BA for financial applications.
- Optimized complex SQL queries and streamlined data driven workflows in financial systems, improving processing time by 20%.
- Optimized Jira story tracking by structured breakdown approach, boosting team efficiency by 30% & cutting testing time by 25%
- Supported end-to-end **project management** by tracking risks, cross-functional dependencies, and progress milestones, ensuring timely product rollouts in a fast-paced environment.

PROJECTS

Healthcare Revenue Cycle Management (RCM)

- Designed and implemented a cloud-based data pipeline using Azure Data Factory, Blob Storage, and Databricks to ingest, ETL
- Performed ETL operations using PySpark in Azure Databricks, transform raw data into structured formats for analytics.
- Integrated transformed data into Azure SQL Database for business reporting and visualization purposes.
- Created and managed Delta Lake tables to enable efficient data querying and version control

Safety Intelligence Dashboard Using OSHA Injury Narratives & NLP

- Cleaned 20,000+ OSHA records to isolate hand injury cases in manufacturing, enhancing data relevance by 75% for downstream.
- Engineered an **NLP pipeline** using Python (spaCy, NLTK) to tag injury causes with 95%+ accuracy, enabling safety analysis.
- Developed a **Power BI** dashboard integrating NLP outputs, SQL queries, enhancing decision-making for SEG safety stakeholders.

TECHNICAL SKILLS

Data Visualization Tools: Microsoft office, Tableau, Power BI, Alteryx, VBA/Micros, SAP Lumira **Databases and Operating Systems**: MySQL, Microsoft SQL server, NoSQL, MongoDB Windows, Linux

Tools/Frameworks: NumPy, Pandas, Matplotlib, Seaborn, Scikit-Learn, Postman, Rest API, MS Office, Jira, Spark **Cloud Technologies:** Microsoft Azure, AWS, Snowflake, Azure Synapse, Databricks.

Programming Languages: Python, SQL, R, C, C++

CLUBS AND LEARDERSHIP

AI Biz Club: **June 2025 – Present**
Contributed to AL-Biz Club case studies and workshops at UTD, strengthening problem-solving, presentation, and analytical skills.
Envision Club: **Aug 2024 – Present**
Developed strong analytical and collaboration skills by contributing to UTD Envision Club initiatives and events.
National Service Scheme (NGO) – Mumbai, IN   **May 2018 – May 2020**