NAVEEN YADAV

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Professional Summary

Results-driven Business Analyst with a strong background in data analysis, process optimization, and technology-driven solutions. Experienced in stakeholder management, system integration, and automation to enhance operational efficiency. Proficient in Power BI, API automation, and digital transformation strategies, with excellent analytical and communication skills. Seeking Business Analyst, Project Management, or Consultancy roles to contribute data-driven insights and strategic solutions.

Work History

Business Analyst Intern - IT, Business Change and Digital Transformation   **04/2024 – 07/2024**
Creative Manufacturing Ltd. – Birmingham, UK
- Developed **Power BI dashboards** to track manufacturing KPIs and improve decision-making.
- Conducted requirement gathering, stakeholder engagement, and data analysis for process improvement.
- Automated workflows using Zapier and API integrations, reducing manual effort and enhancing productivity.

Assistant Manager | Operations, Business Development & Sales Analyst   **09/2020 - 07/2023**
Patanjali Ayurved Ltd. | FMCG Retail Store – Mumbai, India
- Achieved a **40% increase in operational efficiency** through process optimization.
- Reduced stock-outs by **65%**, enhancing product availability and customer satisfaction.
- Led and trained a team of **5+ employees**, improving store operations and performance.
- Strengthened customer relationships, driving repeat business and brand loyalty.
- Implemented data-driven sales strategies, boosting revenue and streamlining inventory management.
- Managed budgets effectively, optimizing resource allocation to achieve financial goals.

Technical Skills

- **Programming Languages:** C / C++, Basic Python.
- **Front End Technologies:** JavaScript, HTML and CSS.
- **Tools & Platforms:** Power BI, Microsoft Office, Zapier, Postman, WordPress, GitHub, SQL Databases.
- **Project Management & Business Analysis:** Agile & Scrum methodologies, Process Automation, Stakeholder Management, Data Visualization, Requirement Gathering.

Certifications & Accomplishments

- Postman API Fundamentals, Postman, Issued May 2024.
- Power BI for Beginners, Simplilearn, Issued Mar 2024.
- Project Management Foundations, Linked
- Business Analysis: Essential Tools and Techniques and Learning Digital Business Analysis.
- How to Perform Business Analysis in a Virtual Environment.
- IELTS, IDP Education Ltd, Issued Feb 2023.
- Course Representative - Information Systems and Business Analysis, Aston University.
- Student Mentor, Aston University.
- Contribution as an IELTS ambassador.

Projects

Dissertation Project (Aston University, 05/2024 - 09/2024)
- Researched and provided solutions for possible integration of MES, PDM, and ERP systems at Instinct Hardware to enhance industrial digitalization, improve data accuracy, and streamline operations through automated workflows and data visualization.

AH Classics Consultancy Project (Aston University - Academic Project, 09/2023 – 11/2023)
- Conducting in-depth analysis, developing strategic solutions, and presenting a detailed budget and risk assessment to ensure transparency and success. Demonstrated the value of the solutions to company owners, enhancing business analysis skills and contributing to the company's growth and efficiency.

News Blog - WordPress Website (Personal Project, 09/2019 – 02/2020)
- A WordPress-based web application for displaying the latest news, trends, and world events, with Google AdSense for monetized ads and admin control for content management.

Personal Skills

Team Management
- Successfully led a team of 5+ employees at Patanjali Ayurved Ltd., optimizing operations and improving efficiency by 40%.

Client/Customer Interaction and Communication
- Attended meetings with stakeholders to understand upcoming tasks, provide insights, and demonstrate excellent verbal and communication skills.

A team leader and a team player
- Acted as a leader in training and managing a team in retail industry, and academic projects, ensuring that everyone contributed effectively to achieve common goals, while also collaborating as part of the team.

Willingness to learn
- Over the past five years, I have continuously learned new skills and technologies with a positive problem-solving attitude, adapting to a dynamic and evolving work environment.

Decision-making and time management
- Demonstrated strong decision-making and time management skills as an Intern at Instinct Hardware and writing dissertation project for the same.

Education

Master of Science: Information Systems and Business Analysis   **09/2024**
Aston University - Birmingham, UK

Bachelor of Engineering: Information Technology   **05/2019**
Vidyalankar Institute of Technology - Mumbai, India

Hobbies And Interests

Chess, Cricket, Swimming, Photography, and E-Sports.