

# PINAKI DUTTA

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## PROFESSIONAL SUMMARY

Dedicated IT Financial Data Analyst with over 11.8 years of experience in PMO, Finance, Data, and Technology Business Management (TBM). Collaborated with cross-functional teams across the organization, including key stakeholders and customers, to define project scope, resource requirements, budget, timeline, deliverables, and milestones.

## EDUCATION

UNIVERSITY AT BUFFALO, THE STATE UNIVERSITY OF NEW YORK

**Master of Business Administration, Management Science, STEM**

Jun. 2023

Concentration: **Finance & Analytics**, GPA: 3.789/4.00

- Relevant Courses - Business Strategy, Financial Accounting for Managers, Accounting for Decision-Making, Financial Analysis for Managers, IT for Managers, Investment Management, International Finance Management, M&A Strategy, Financial Modeling, Fixed Income Securities, Multinational Banking, Data Modeling, Database Management System

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY, CHENNAI, INDIA

**Bachelor of Technology, Civil Engineering**

May 2011

GPA: 3.76/4.00 (US Equivalent), Graduated First Class with Distinction

## EXPERIENCE

**Finance Intern**, JADE GLOBAL, INC., Buffalo, NY, USA

July 2022-Aug. 2022

- Collected and reviewed articles for literature review and learned order booking to collection cycle in IT service industry
- Interviewed industry leaders and CXOs of various companies to understand their IT outsourcing challenges
- Presented findings on changing landscape of IT service industry to a panel of experts, senior executives, and CFO

**Data Team Lead**, TATA CONSULTANCY SERVICES LIMITED, Edison, NJ, USA

May 2018-Aug. 2021

- Collaborated with customer to transform business data requirements for IT Cost Transparency module in TBMS
- Acted as liaison between IT and Corporate Finance to address analytics queries and remove financial roadblocks
- Maintained efficiency in RFP process by having a thorough understanding of all departmental information
- Coordinated with customers to review monthly billing worth \$6M+ and processed those invoices in SAP Fieldglass
- Prioritized team activities to achieve and maintain a highly productive workforce in a deadline-driven environment

**Data Analyst**, TATA CONSULTANCY SERVICES LIMITED, Chennai, India

Aug. 2016-Apr. 2018

- Streamlined data processing and established data transparency to provide team and data users with accessibility, consistency, and a transparent overview of 100+ data sets by creating Standard Operating Procedures (SOPs)
- Utilized APIs and custom functions in Apptio to streamline the month-end close process for the Bill of IT, resulting in a 40% reduction in processing time, from 5 weeks to 3 weeks
- Audited journal entries before being posted into SAP General ledger and reconciled 5+ IT accounts for corporate finance

**IT Financial Analyst**, TATA CONSULTANCY SERVICES LIMITED, Chennai, India

Sep. 2011-Jul. 2016

- Managed IT Project Management Operations (PMO) with projects worth \$5M+ and 400+ FTEs
- Coordinated with Business Relationship Managers in project planning activities, monitored and tracked actual revenue numbers, identified risks, and devised a mitigation plan to handle variance with budgeted amount
- Assessed billing leakage trend and executed a plan to reduce it, resulting in a 2% increase in profitability every quarter

## SKILLS

- **IT Skills:** Advanced Excel – Data modeling (VLOOKUP, Index-Match, Nested Ifs, Sum Product, Pivot Tables, Conditional Formatting, Data Tables), Microsoft Office suites (Excel, Outlook, PowerPoint, and Word), Apptio, Jira, SAP Fieldglass
- **Finance Skills:** Financial Statement Analysis (Revenue, COGS, Gross Profit, SG&A, EBITDA and capital expenditures trend analysis), Discounted Cash Flow (DCF) Valuation, Price-Volume Analysis, Hedging strategies (futures, options, and swaps) to minimize currency risks in international trade, Efficient Frontier Technique, Macro-economic analysis
- **Project Management Skills:** Create group charter, Create Work Breakdown Structure (WBS), Develop Gantt Chart

## CERTIFICATIONS

Bloomberg Market Concepts (BMC), DP-900: Azure Data Fundamentals, APPTIO Elite TBMA, AINS 21