

Overview

Business oriented data analyst, providing solutions for data analysis, manage and maintain database and variable information controls.

Cooperates with different departments and subject matter experts in planning and developing analytical methods for data collection, data variables, storage, analysis, statistics and presentations

Areas of Expertise and Tools

MS Excel, Word, PowerPoint , Inventory software and Company tools.

PROFESSIONAL EXPERIENCE:

Oct 17 to till date : Acquisition Co-Ordinator (Global innosource Pvt ltd)

24 Months : Data analyst in Qness (Indus Towers Ltd)

6 Months : Energy Associate (Data analyst) in Ikya human resources Ltd (Indus Towers Ltd)

15 Months : MIS Executive in O&M (GTL Infra)

24 Months : Sr.Executive Audit and Consulting in Stan profession (P) Ltd (Indus towers Ltd)

Data Analyst & Surveillance Executive in Indus towers ltd (Qness Ltd)

- Monitoring all Rajasthan Indus JV's sites in different tools (UOC,I-navigator etc)
- Outage Reconciliation of Non JV's operator (Aircel,MTS,Reliance,TATA).
- Coordination to field staff (Zonel head,Cluster head,Field support engineer ,Technician).
- Published daily Dashboard in circle & OME(Daily alarm tracker,PM data,Heygine,Outage data etc)
- Published Daily report and Different MIS as per requirement.
- Working with many software tools regarding New sites data ,Site equipments and sites Alarm .
- Familiar with software (ISQ,UOC,I-Navigator,BMC ,etc)

Energy Associate in Indus towers ltd (Ikya Resources Ltd)

- Primary Job Energy cost control at Rajasthan circle.
- All Rajasthan sites EB bill Analysis as per previous trend and present scenario.
- All hygiene checks (for high-end consumption) for EB.
- Discussion with OME's regarding Hold bill (Outstanding EB Payment).
- Discussion in RSEB office regarding Query of Indus EB bill,VCR,Audit Amount ,Load deduction etc..
- Published Daily dashboard and MIS related to EB & Diesel.

- Diesel reduction as per comparison with present month electricity bill.
- Complete accountability of Electricity purchase to ensure highest level of EB utilization hours every site as primary source of energy.
- Preparation of EB dash-boards for daily/Weekly/Monthly circulation to Corporate.
- Handle high amount EB bill ,Discussion after process for payment.
- Handle five cluster with OME ,RSEB office (JVVNL,AVVNL) in Rajasthan .

Previous Working

Operation Executive (GTL INFRA LTD.)

Key Highlights

- Handle above 50 member field team in O&M Dept.
- Coordinate with Field staff(Technician & Cluster Engineer)
- Daily & Monthly (Final) Outage reconciliation with our customers. (Airtel,Vodaone,Idea,Reliance,SSTL,TATA& BSNL)
- Prepare Daily MIS & Fault Report as per field team.
- Prepare MRN &SRN ,SiteAssests ,I&C etc Document .
- Handle ware house work & maintain Warehouse stock.
- Prepare Monthly meeting Data,PPT ,Dashboard etc.
- Working GIL Software “Indent Tracking System”
- Resolved of Customers Query as per *your requirements*

Previous work-

Sr.Executive Audit & Consulting-

Indus tower Ltd .behalf of Stan profession (P) Ltd. As

- EB Project (Indus Towers Ltd.) in ENGERY DEPARTMENT
- Complete accountability of Electricity purchase to ensure highest level of EB utilization hours every site as primary source of energy.
- Ensuring the data availability for Monthly/ Two Monthly Site wise EB consumption in Agreed format for Finance & Indus corporate team.
- Monitoring of data base of EB connection, disconnection. All deviations need to be reported.
- Preparing different trackers for finding outstanding EB Bills which were not received in past or also those come in future.
- Reconcile EB Bills with last payout on every connection to control the double payout of same bill and also check last payout is adjusted or not.
- EB consumption data analysis to generate variance report as per agreed consumption norms time to time by Finance.
- Preparation of EB dash-boards for daily/Weekly/Monthly circulation to Corporate.

Achievements

- *Sliver card given by Indus CEO for 100% uptime in New year and Crismis.*
- *Star of the month in Indus for 100% EB bill submission and Not a single EB cut in March*
- *Many Green card given by Vertical head for difference works.*

Working Software.

- 1.BCITS (JVNLBills payment Software)
- 2.BIPS (AVVNL Bills Payment Software)
- 3.I-Smart Qude
- 4.Indent Tracking System.
- 5.Tally

ACADEMICS Qualification:

M.com - 2010 - Rajasthan university
B.Com - 2008 - Subodh PG College (Rajasthan university)
Sr.Secondary - 2005- Ajmer Board

STRENGTH:

- Focus of work.
- Try to Create a position in our Organization.
- Positive Attitude, Hardworking & Have Patience.
- Try to Learn more to more for our Seniors.
- Co-operate Skills.
- Like to Accept Challenges.

PERSONAL DETAILS :-

Father's Name : Mr. Suresh Kumar Jain
Date of Birth : 25th Oct. 1987
Gender : Male
Marital Status : Single
Language Known : Hindi, English & Regional
Nationality : Indian

I hereby declare that all the above information furnished by me is true to the best of my knowledge. I understand that my candidature will stand cancelled if any discrepancy is found in the above information at any stage of pre or post recruitment. I agree to provide if required sufficient evidences to justify the information provided above.

Date:-

Place: - JAIPUR(NITIN JAIN)