MANOHAR email: [tadepallimano@gmail.com](mailto:tadepallimano@gmail.com)

MIS ReportingMobile: 07675996695

**Summary of Experience:**

* Having 3+ years of Rich Experience in VBA (Visual Basic for Applications)
* Over 6+ years of experience in MIS (Management Information Systems)
* Good understanding of RDBMS concepts and writing Joins, Sub queries, Views, Stored procedures
* Writing various types of queries through SQL (like select, Parameter) to extract the required data from databases.
* Expert knowledge in MS Excel VBA, Advance MS Excel (Lookups and Analytical Functions, Advance filtering, Named Ranges, Pivot Tables, Macro's, Dashboards)
* Excellent knowledge in MS Access VBA (Table, Queries, Forms, Share Point)
* Effective presentation skills in MS Power Point
* Extensive knowledge in QlikView (Dashboards)
* Excellent analytical, problem solving skills and strong organizational abilities
* Build reports based on client requirements, review outputs and analyses for correctness.

**Summary of Technical Skills:**

* Operating Systems : MS-Windows XP/7
* Tools : MS-Office 2007/2013
* Reporting Tools : Crystal Reports 2011
* B I Tools : MSBI 2012, QlikView 11.0
* Databases : SQL Server 2012, Oracle 8i
* Languages : Visual Basic for Applications (VBA)

**Summary of Academic:**

* Master of Business Administration(MBA) in Information Systems

from Sikkim Manipal University (SMU) in July, 2010

* Post Graduate Diploma in Computer Science(PGDCS)

from Hyderabad Central University (HCU) in July, 1998

**Summary of Professional Experience:**

1) Worked as Software Developer with **IBM India Private Ltd.**

Divyasree NSL Tech Place, Gachibowli, Hyderabad, India. [www.**ibm**.com/in/](http://www.ibm.com/in/)

Through **Cryptograph Technologies**. HSR Layout, Bangalore, India.

(from September,2013 to April, 2015)

The Organization and its functional Profile:

IBM Global Services (now split to Business Services & Technical Services) was called the "jewel in the IBM crown" by the Aberdeen group in 2003. For worldwide IBM, this is the group t2hat contributes to more than half its global revenues. With half of global service employees to be located in India, IBMers value...Dedication to every client's success, trust and personal responsibility in all relationships.

Responsibilities:

* + Understand client’s Requirement & Specifications

Automating Reports accordingly

* + Timely complete assigned Tasks in Ibm Jazz tool
  + Update Reports like client’s Business Revenue and Forecast
  + Maintain Reports like client’s Business Profit and project pipe line
  + Develop macros for use of templates
  + Writing various types of queries through SQL (like Select, Parameter) to extract the required data from database
  + Responsible for Delivering all the Daily, Weekly, Monthly and Quarterly Reports
  + Building dynamic dashboards
  + Investigate on issues and handling client queries
  + Maintain the highest accuracy levels
  + Submit the Reports as per the schedule
  + Communicate with the client’s in daily scrum calls

2) Worked as Data Analyst with **UnitedHealth Group** **Information Services Pvt. Ltd.** Raheja IT Park, Hitec City, Madhapur, Hyderabad, India. <http://www.uhg.com>

Through **ITC InfoTech India Ltd**., Maruthi Sevanager, Bangalore, India.

(from August, 2012 to January, 2013)

The Organization and its functional Profile:

UnitedHealth Group serves the entire spectrum of health care participants: individual consumers, employers, governments, commercial payers and intermediaries, health care providers – including hospitals, clinics, physicians and other caregivers – and pharmaceutical and medical device manufacturers. UnitedHealth Group leverages global, high-quality talent through Global Sourcing and Delivery (GSD) in India and Philippines to make a positive impact on health care worldwide.

Responsibilities:

* + Automating reports with VBA macros
  + Formulae the reports using advanced Excel proficiency

(Advanced features such as Functions, Pivot Tables, Filters)

* + Develop the macros for capture data from source to application automatically
  + Convert data from Text file to MS Excel file through VBA Macros
  + Maintain high accuracy levels and submit the Reports as per the schedule

3) Worked as Data Integration Analyst with **A3logics(I) Ltd**.

Somajiguda, Hyderabad, India. <http://www.a3logics.com>

(from November, 2011 to March, 2012)

The Organization and its functional Profile:

A3Logics has devised such Integration Solutions that facilitate the concerns to accomplish integration maturity for integrations sandwiched between enterprise applications, partners (customers, suppliers, logistics, marketplaces etc) and people (employees, business users etc). Clear Benefits Inc, USA., In 2012 BENU acquired.

Responsibilities:

* Collect the tickets from assigned RTS (Request Transfer System)
* Preference given based upon ticket priority and severity
* Data Collected from client data source
* Analyze the data According to the client’s Requirements and Specifications
* Audit the reports using with Excel functions and pivot tables
* Automate the Excel Reports with VBA Macros
* Import data from MS Access files to MS Excel files using with Wizards or ADODB with OLEDB providers
* Work on complex DML(Insert, Update, Delete) queries in MS Access
* Convert data from CSV files to MS Excels using VBA Macros
* Update the reports and write the Query’s in MS Access
* Submit the Reports as per the schedule time
* Prepare the Templates for the future requirements
* Involved in data Integration and Implementations with team

4) Worked as Process Associate with **First American (INDIA) Pvt. Ltd**.

V-Ascendas ITPark, HitecCity,Madhapur, Hyderabad, India. <http://www.firstam.co.in>

(from February, 2005 to June, 2011)

The Organization and its functional Profile:

First American (India) has been established as a group entity by the First American Corporation (Fortune 500 Company). is a leading Provider of offshore transaction and Technology services to the Real Estate Information and Mortgage Industry, The company has its operations in India in full support of its various operating units for back office/process, knowledge outsourcing services and software services.

Responsibilities:

* Maintain Track of the Team performance
* Formulae the Reports using with Functions like: Vlookup, Sumif, Countif, Used Index and Match functions where Vlookup was inefficient
* Preparing the Reports Daily, Weekly and Monthly
* Reporting key Management Information, MIS Reports etc.
* Maintain all property related information
* Compilation & Review of various Reports
* Actively participate in team meetings with Manager

**Personal Details:**

Date of Birth : 18th February, 1969

Gender : Male

Marital Status : Married

Nationality : Indian

Languages known : English, Hindi, Telugu