

Career Session - 2

Resume Grafting

\* Class starts @ 9:03 PM

Session for:

[ IT/CS background →  
DS/DA ]

[ < 3 yrs exp  
≥ 3 yrs exp. ]

- ① ✓ IT | CS | DS | DA background? ? ✓  
< 3 yrs (or)  
> 3 yrs
- ② Career Session 1 ✓ 2  
→  → ✓

# Agenda:

① why is a resume important?

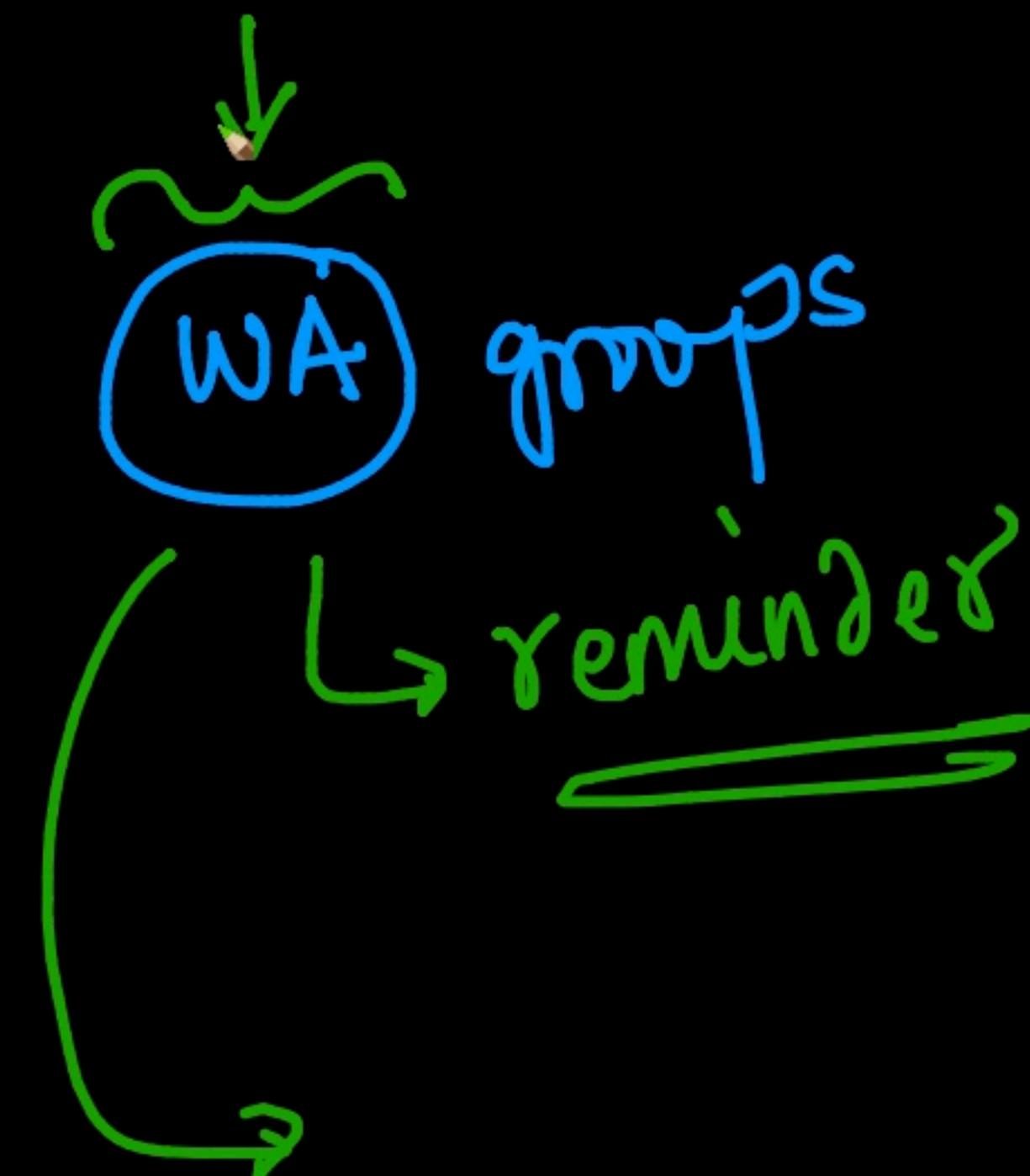
② Actors & Criteria

✓ ③ Resume tool (demo) → Varun

④ Resume checklist

⑤ Examples  
(6) → how to improve } ✓

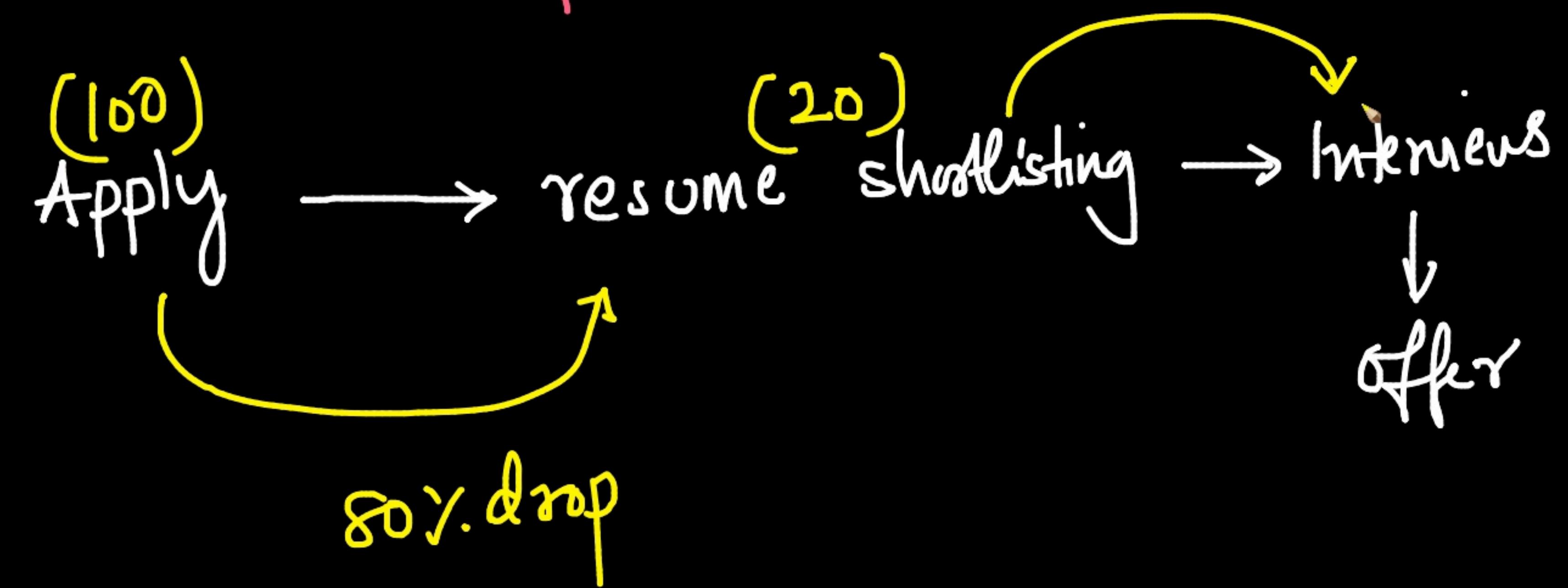
Career Session 1 →



(C) → IT|CS|DS|DA  
<3 yrs exp

(P) → IT|CS|DS|DA  
≥ 3 yrs exp

why is resume most important



# Resume shortlisting



1 page  
Max: 2 pages

Recruiter (HR)

↳ non-tech

↳ Goal: X resumes

on avg (30-45 sec)

Exp; Projects; Degree (DS)  
e.g.

↳ Keywords

→ ATS

(Application  
Tracking Tool)

↑  
JD

NLP

XgBoost

Scikit  
Learn

TF



fixing manager



→ technical stuff

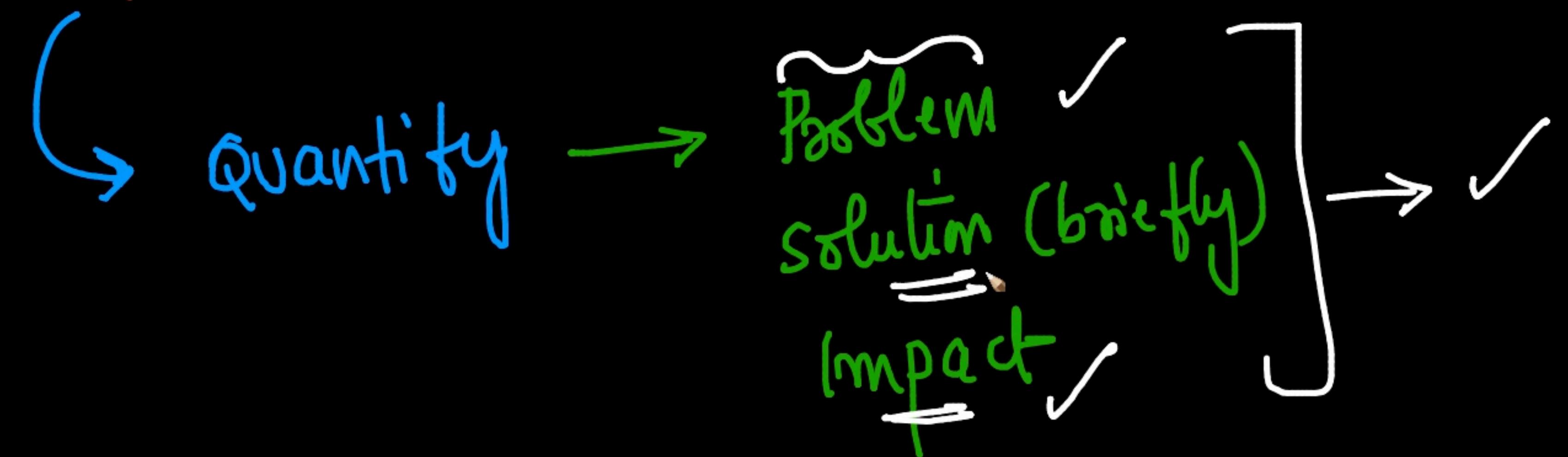
→ 60-90 sec

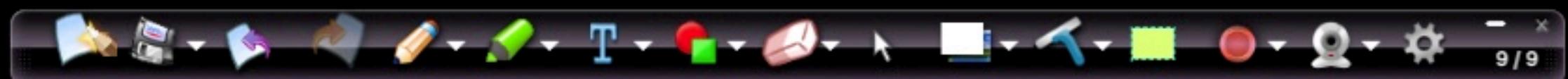
→ differentiations

→ NOT driven by  
keywords

✓ { \*exceptional projects, open-source  
= hackathons }  
college;

"Impact" >> duty/job





Resume checkpoints - Google Docs +  
docs.google.com/document/d/1lhqUMm36cGGrvrbedaTIHWNFhSzpBIRY8r5tE\_wxLjk/edit

Resume checkpoints \* A+ i Cloud

File Edit View Tools Help

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Share

**Example template:**

<https://www.overleaf.com/latex/templates/deedy-cv/bjryvfsjdyxz>

→ **Resume Builder**

**Check 1:** Your resume should only be in **PDF**. Doc resumes look different on different machines. Stick to standard fonts like Arial, Helvetica, Calibri. Avoid too large or too small font size

**Check 2:** Contact (Email AND Phone Number) should be visible very clearly on the resume header. Refer to the template shared.

**Check 3:** If you have experience or have done internship, your resume should talk about them in a very visible section. Talk about projects done as part of work experience.

**Check 4:** Talk about good things, not bad things. For example, if you don't have a great CGPA, it need not go on the resume.

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**Check 8:** Your achievements should also be in one of the most visible segments just like work experiences. They set you apart from the crowd.



## Example template

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Resume checkpoints - Google Docs +  
docs.google.com/document/d/1lhqUMm36cGGrvrbedaTIHWNFhSzpBIRY8r5tE\_wxLjk/edit

Resume checkpoints ● ● ● ● ●

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Resume checkpoints    

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<https://www.overleaf.com/latex/templates/ready-cv/DJYVTSJAYXZ>

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Resume checkpoints ● ● ● ● ● ●

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Project Techniques (Impact)

Resume checkpoints - Google Docs | https://www.glassdoor.com/blog/resume-checkpoints/

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docs.google.com/document/d/1lhqUMm36cGGrvrbedaTIHWNFhSzpBIRY8r5tE\_wxLjk/edit

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## Resume checkpoints

File Edit View Tools Help

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### Keyword checklist:

- If you are a Java backend developer, make sure keywords like "Core Java", "Spring" (if you have worked on Spring boot) appear on your resume. Make sure to mention tech stack with every project and explicitly mention Core Java there.

Project  
↓  
Github → ... → Medium  
✓ { Technical Blog  
2-5 min video  
↳ YouTube  
Unlisted

Resume checkpoints - Google Docs | https://www.glassdoor.com/bloc | +

docs.google.com/document/d/1lhqUMm36cGGrvrbedaTIHWNFhSzpBIRY8r5tE\_wxLjk/edit

Resume checkpoints

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**Keyword checklist:**

- If you are a Java backend developer, make sure keywords like "Core Java", "Spring" (if you have worked on Spring boot) appear on your resume. Make sure to mention tech stack with every project and explicitly mention Core Java there.

Keywords:

Data Analyst

→ SQL; NumPy; Pandas; Python; Tableau dashboards;  
Feature Engineering; A/B testing; outlier detection  
Data cleaning; Matplotlib/Seaborn

\* Pick the keywords to match the

JD

DA, Amazon Supply chain Ram

# Data scientist

✓ → Models: GBDT ; ResNet ; Transformers; Matrix factorization (NMF)

✓ → libraries : OpenCV ; Hogging face; scikit-learn;  
Xg Boost; PySpark; TF2.0 / Keras

✓ → Topics: OCR ; object recognition; B&A system;  
RecSys - e-commerce

Flavonoids (he  
resume

→ Read ID (5-10 nm)

→ Keywords based on ID

→ ~~Project~~ <sup>highlight</sup> based on ID

Significantly  
informs the  
changes

Resume checkpoints - Google | https://www.glassdoor.com/blo | xxxx's Resume.pdf - Google Drive +

drive.google.com/file/d/1wyHXCEo4Y0ZMo0nBfpUdicE\_QKLgLIq1/view

Update

# XXXX XXX

## Data Analyst

✓ Data Analyst with 6+ years of experience in SQL server, Data Analysis, Power BI, Python - Pandas, Numpy , Excel VBA

✉️ [xxx@gmail.com](mailto:xxx@gmail.com) 📄 [xxx](#) 💬 [linkedin.com/in/xxx](https://linkedin.com/in/xxx)

### WORK EXPERIENCE

**Data Analyst**  
XXXX  
01/2023 - Present Ahmedabad,Gujarat  
*Achievements/Tasks*

- ETL , Data Cleaning , Data Analysis , Ad-Hoc reports.
- Collect data from different sources like API, CSV, and MySQL for sales Win/Loss Analytics
- Building Tableau Dashboard based on Client requirement

**Data Analyst**  
XXXX  
02/2022 - 12/2022 Ahmedabad,India  
*Achievements/Tasks*

- ETL , Data Cleaning , Data Analysis in Python
- End to End projects in Power BI (Dataflows, Data Modelling, DAX, Data Visualization)
- Created Automation in Data Collection & Data Cleaning by Using Excel VBA as Front End & Python as Backend Database

### SKILLS

Power BI Python SQL Excel VBA  
Tableau Machine Learning DAX  
People Management Problem Solving  
Statistical Analysis Six Sigma Green Belt

### PROJECTS

**Sales Analytics (01/2023 - Present)**

- Building Pipeline from multiple API to MySQL using Python.
- Tableau Dashboard for Sales Win/Loss Analysis

**Power BI ; E-commerce,Shipments,Sales, Inventory (10/2022 - 11/2022)**

- End to End Reporting Automation by creating data Pipeline from Multiple Sources Using Python to Insert Bulk data to SQL -Handling Duplication , Complex Visualization in Power

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Resume checkpoints - Google | https://www.glassdoor.com/blo | xxxx's Resume.pdf - Google Drive +  
drive.google.com/file/d/1wyHXCEo4Y0ZMo0nBfpUdicE\_QKLgLIq1/view

XXX XXX  
Data Analyst  
Data Analyst with 6+ years of experience in SQL server, Data Analysis, Power BI, Python - Pandas, Numpy , Excel VBA

xxx@gmail.com xxx linkedin.com/in/xxx

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XXX XXX

Data Analyst

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xxx@gmail.com xxx linkedin.com/in/xxx

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Ahmedabad,Gujarat

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- Worked on reporting Automation for Ecommerce , Shipments & Warehousing by using Python , SQL , Power BI & Excel VBA

Ahmedabad,India

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**Machine Learning Projects**

- House Price Prediction:- Build an ML model based on Linear regression to predict the price of the house based on area, Location, Floor

Page 1 / 1

Sr. Quality Control Analyst

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Tableau Machine Learning DAX  
People Management Problem Solving  
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01/2023 - Present Ahmedabad, Gujarat

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**Sr. Quality Specialist**  
XXXX

11/2015 - 02/2022 Ahmedabad, Gujarat

Achievements/Tasks

- Handling quality assurance function related to quality management & ensure complete quality control in raw material, in process & finish goods inspection with continuous improvement in process capabilities
- Design & implement stringent quality system & plans to match quality standards at all the defined stages.
- Defect Analysis & Non - Conformity Handling
- Calibration , MSA - Measurement System Analysis
- SPC - Statistical Process Control

**PROJECTS**

**Sales Analytics (01/2023 - Present)**

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**Machine Learning Projects**

- House Price Prediction:- Build an ML model based on Linear regression to predict the price of the house based on area, Location, Floor
- Insurance Premium Prediction :-Build an Model to predict the Insurance premium based on gender , age , smoker , children , region

**Warehouse Management System**

- Implemented an End to end traceability of all the Finish Goods & Raw Material with full proofing
- Decreased the dispatch time by 1 Hour /Container
- Awarded for the Best Kaizen

**Infinity QS - SPC Software**

- Implemented the Infinity QS - SPC software for data collection & Data Analysis

no impact

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drive.google.com/file/d/1wyHXCEo4Y0ZMo0nBfpUdicE\_QKLgLIq1/view

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- Calibration , MSA - Measurement System Analysis
- SPC - Statistical Process Control , Data Management
- Customer Satisfaction Survey & Analysis

People Management Problem Solving

Statistical Analysis Six Sigma Green Belt

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- Building Pipeline from multiple API to MySQL using Python.
- Tableau Dashboard for Sales Win/Loss Analysis

**Power BI ; E-commerce,Shipments,Sales, Inventory (10/2022 - 11/2022)**

- End to End Reporting Automation by creating data Pipeline from Multiple Sources Using Python to Insert bulk data to SQL -Handling Duplication , Complex datasets , Data Modeling,Dax & Visualization in Power BI

**Machine Learning Projects**

- House Price Prediction:- Build an ML model based on Linear regression to predict the price of the house based on area, Location, Floor
- Insurance Premium Prediction :-Build an Model to predict the Insurance premium based on gender , age , smoker , children , region

**Warehouse Management System**

- Implemented an End to end traceability of all the Finish Goods & Raw Material with full proofing
- Decreased the dispatch time by 1 Hour /Container
- Awarded for the Best Kaizen

**Infinity QS - SPC Software**

- Implemented the Infinity QS - SPC software for data collection & Data Analysis

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drive.google.com/file/d/1wyHXCEo4Y0ZMo0nBfpUdicE\_QKLgLIq1/view

Achievements/Tasks

- ETL , Data Cleaning , Data Analysis , Ad-Hoc reports.
- Collect data from different sources like API, CSV, and MySQL for sales Win/Loss Analytics
- Building Tableau Dashboard based on Client requirement

**Data Analyst**

XXXX

02/2022 - 12/2022

Ahmedabad, India

Achievements/Tasks

- ETL , Data Cleaning , Data Analysis in Python
- End to End projects in Power BI (Dataflows, Data Modelling, DAX, Data Visualization)
- Created Automation in Data Collection & Data Cleaning by Using Excel VBA as Front End & Python as Backend, Database - Azure SQL
- Worked on reporting Automation for Ecommerce , Shipments & Warehousing by using Python , SQL , Power BI & Excel VBA

**Sr. Quality Specialist**

XXXX

11/2015 - 02/2022

Ahmedabad, Gujarat

Achievements/Tasks

- Handling quality assurance function related to quality management & ensure complete quality control in raw material, in process & finish goods inspection with continuous improvement in process capabilities
- Design & implement stringent quality system & plans to match quality standards at all the defined stages.
- Defect Analysis & Non - Conformity Handling
- Calibration , MSA - Measurement System Analysis
- SPC - Statistical Process Control , Data Management
- Customer Satisfaction Survey & Analysis

People Management Problem Solving

Statistical Analysis Six Sigma Green Belt

**PROJECTS**

**Sales Analytics (01/2023 - Present)**

- Building Pipeline from multiple API to MySQL using Python.
- Tableau Dashboard for Sales Win/Loss Analysis

**Power BI ; E-commerce,Shipments,Sales, Inventory (10/2022 - 11/2022)**

- End to End Reporting Automation by creating data Pipeline from Multiple Sources Using Python to Insert bulk data to SQL -Handling Duplication , Complex datasets , Data Modeling,Dax & Visualization in Power BI

**Machine Learning Projects**

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- Implemented the Infinity QS - SPC software for data collection & Data Analysis

—github ; Blog

**Name**

**Phno • email**

**EDUCATION**

X {

- **Scaler Academy** Online  
*Data Science and Machine Learning Course* Mar. 2022 - Present
- **Raghu Engineering College** Visakhapatnam, India  
*Bachelor of Technology in Electronics and Communication Engineering; CGPA: 8.03* Aug. 2017 – Apr. 2021

**EXPERIENCE**

• **TATA CONSULTANCY SERVICES** Hyderabad, India  
*Systems Engineer* Aug 2021 - Present

◦ **CIGNA (Data Engineer):**

- \* Developed and maintained a Tableau dashboard to track the view refresh status and SLA compliance, reducing manual effort and resulting in 75% time savings for business users and the team.
- \* Conducted data analysis for identifying data discrepancies and collaborated with development teams to implement necessary code changes during releases.
- \* Managed data flows in diverse environments including Hadoop, Teradata, and Data Lake systems where we receive data from different sources, to ensure smooth operations and adherence to SLAs.
- \* Acted as the primary point of contact for data flow-related incidents, promptly addressing user-reported issues and escalating critical incidents as needed.
- \* Improved database performance by optimizing resource-intensive and long-running queries, preventing them from blocking other queries on the system.

**PROJECTS**

• **Loan Prediction** Logistic Regression, Numpy, Pandas, Sklearn, Seaborn

- Utilized logistic regression to analyze customer data for a loan company, gauging their loan repayment capabilities.
- Developed a strong logistic regression model with an impressive 90% accuracy, effectively forecasting customers loan repayment ability.

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• Ch Sklearn, Seaborn

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- **Chance of Admission** Linear Regression, Python, Numpy, Pandas, Sklearn, Seaborn
  - Performed an in-depth analysis to assist an educational institute in identifying significant factors influencing graduate admissions and predicting the likelihood of admission based on given inputs.
  - ... casting the chance



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### • Chance of Admission

Linear Regression, Python, Numpy, Pandas, Sklearn, Seaborn

- Performed an in-depth analysis to assist a educational institute in identifying significant factors influencing graduate admissions and predicting the likelihood of admission based on given inputs.
- Developed a robust linear regression model that achieved a high level of accuracy in forecasting the chance of admission, with an R-squared value of 0.81.

### • Fitness Equipment Brand Analysis

Pandas, Numpy, Seaborn, Matplotlib

- Conducted data analysis for a fitness equipment brand to identify existing customer characteristics and enhance recommendations for new customers.
- Utilized analysis results to ascertain customer preferences based on their characteristics.

## PROGRAMMING SKILLS

### • Languages : SQL, Python (Pandas, Numpy, Seaborn, Matplotlib, Sklearn)

### • Databases : Teradata, Bigquery, Hadoop, Hive, MySQL

### • Certifications: Salesforce Platform Developer -1, Salesforce Admin

### • Tools

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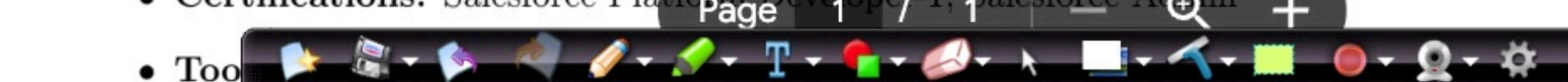
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Interview Candidate | Data Science Consultant

Location: City XY, India | P: (+91) 888XXXXXXX | Email: xxxxxxxx@gmail.com | LinkedIn - URL | Github - URL

**PROFILE**

X { Detail-focused Data Science Consultant with over 2 years of experience in the Life Sciences Industry. Proven to understand customer requirements and translate into actionable project plans. Dedicated, data savvy and hard-working, coupled with passion for Data Science and Machine Learning

• Skills: Python, SQL, Machine Learning, A/B Testing, Root-cause analysis, RFM Analysis, AWS Lambda, S3, Data Analysis, Data Visualization (EDA), Statistics (Descriptive & Inferential), Hypothesis Testing, MS Excel

**EDUCATION**

**XYZ Institute of Science and Technology** Bachelor of Technology, Computer Science & Engineering City A, India July, 2017 - June, 2021

**RELEVANT PROJECTS**

**XYZ Institute of Science and Technology**

- **Detection of Fake News:** Deployed a Fake News Detection System (Major Project). Attained a test set **accuracy** of **98.5%** and **F1 score** of **0.985** by employing a Logistic Regression Classifier with TF-IDF incorporating bi-grams to feature the title and body of the article. Proficiently deployed the classifier using Streamlit on a local platform.

**PROFESSIONAL EXPERIENCE**

**Company XYZ** Data Science Consultant City B, India June 2021 – Current

- Developed Data Transparency system for anomaly detection, Tableau insights, capable of sending thousands of email alerts at once.
- Utilized Python and R to reduce API calls and optimize database queries.

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Interview Candidate | Data Science Consultant

Location: City XY, India | P: (+91) 888XXXXXXX | Email: xxxxxxxx@gmail.com | LinkedIn - URL | Github - URL

**PROFILE**

Detail-focused Data Science Consultant with over 2 years of experience in the Life Sciences Industry. Proven to understand customer requirements and translate into actionable project plans. Dedicated, data savvy and hard-working, coupled with passion for Data Science and Machine Learning

- Skills: Python, SQL, Machine Learning, A/B Testing, Root-cause analysis, RFM Analysis, AWS Lambda, S3, Data Analysis, Data Visualization (EDA), Statistics (Descriptive & Inferential), Hypothesis Testing, MS Excel

**EDUCATION**

XYZ Institute of Science and Technology  
Bachelor of Technology, Computer Science & Engineering

City A, India  
July, 2017 - June, 2021

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**PROFESSIONAL EXPERIENCE**

Company XYZ  
Data Science Consultant

City B, India  
June 2021 – Current

- Developed Data Transparency system for anomaly detection, Tableau insights, capable of sending thousands of email alerts at one time.
- Utilized Python, SQL and AWS technologies to enhance, scale and optimize the back-end of a web-portal to reduce API call time by 50%, despite 4x increase in data.
- Consolidated data from multiple databases using Python and SQL to generate insights for global markets and construct...

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*Bachelor of Technology, Computer Science & Engineering*

City A, India  
July, 2017 - June, 2021

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• Integrated Excel tools with Python back-end, hosted on SharePoint, saving several business man hours.

**ABCD Software Solutions**  
*Machine Learning Intern*

City C, India  
Jan 2021 – April 2021

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Machine Learning Intern

City C, India  
Jan 2021 – April 2021

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• Developed predictive model based on time-series data generated by cloud instances resource usage, forecasting future resource usage.  
• Designed a tree-based ensemble model system on top of a severely imbalanced dataset that helped automated detection of instances involving money laundering and fraudulent transactions and obtained a recall score of 0.996.

**ACHIEVEMENTS**

**XYZ Company**

• Distinguished with two noteworthy accolades, Star Award and top Analyst in Life Science domain, for delivering exceptional performance and outstanding achievements.

**CERTIFICATIONS**

• Scaler DS

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CERTIFICATIONS

• Scaler DSML	Ongoing
• Computer Vision Nano-degree (Udacity)	Oct 2022
• EDA for Machine Learning (IBM ML, Coursera)	Feb 2023
• Understanding and Visualizing Data with Python (Coursera)	Mar 2023
• Machine Learning - Stanford University (Coursera)	Aug 2019

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Summary

- Overall 8+ Years of experience, constitutes of 7+ years as a SAS programmer and 1 year as Senior Management information system professional
- Possess good analytical skill and is often involved in analysis, design, development and testing of different Applications
- Has experience working on several high priority issues, monitoring end to end reports and overseeing preparation of daily and monthly reports
- Capable of managing a team with a size of 2 to 3 persons
- Conducting trainings for new hires in the team

Professional Experience

R Systems International Limited  
Senior Software Engineer, C-40, Sec-59, Noida  
Nov 2021-Present

Synchrony International Services Pvt Ltd  
Senior Business Analyst, Hitec City, Hyderabad, India  
May 2019-Nov 2021

WNS Global Services Pvt Ltd.  
Senior Associate, Gurgaon, Haryana, India  
Aug 2017 – May 2019

GlobalLogic technologies Pvt Ltd.  
Senior Analyst, Gurgaon, Haryana, India  
Mar 2016 – Aug 2017

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WNS Global Services Pvt Ltd.  
Senior Associate, Gurgaon, Haryana, India  
Aug 2017 – May 2019

GlobalLogic technologies Pvt Ltd.  
Senior Analyst, Gurgaon, Haryana, India  
Mar 2015 – Aug 2017

Key Skills

- Experience in **SAS Coding, Reporting and Data Management.**
- Experience in analysis and sanity checking, validating and manipulating complex data using DATA-step Programming, **SAS Procedures, SAS Functions and Macros.**
- Rich work experience in diverse facets of IT such as **Analysis, Design & Planning, Requirements Gathering, Analysis of Business Requirement document**
- Experience on Base SAS, MACROS, SAS/QS and SAS/SQL

cel, flat files, DB2

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Senior Associate, Gurgaon, Haryana, India  
Aug 2017 – May 2019

GlobalLogic technologies Pvt Ltd.  
Senior Analyst, Gurgaon, Haryana, India  
Mar 2015 – Aug 2017

Key Skills

- Experience in SAS Coding, Reporting and Data Management.
- Experience in analysis and sanity checking, validating and manipulating complex data using DATA-step Programming, SAS Procedures, SAS Functions and Macros.
- Rich work experience in diverse facets of IT such as **Analysis, Design & Planning, Requirements Gathering, Analysis of Business Requirement document**
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- Experience in extracting, manipulating data, and creating datasets from various sources like Excel, flat files, DB2 database using SAS.
- Exposure to Business Visualization tool such as **Tableau**
- Working on windows SAS
- Producing customized reports for Performance Optimization
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- Experience in **Python** used certain libraries such as Numpy,Pandas,Matplotlib,Scikit learn
- Have basic understanding of Model Development techniques such as Linear Regression/Decision Trees/Logistic Regression

**Technical Skills**

• Operating Systems	Windows 7/XP/2000/2003 Server
• Analytical Tools	SAS 9.1, 9.2, 9.3, 9.4, (SAS/BASE, SAS/MACRO, SAS/SQL, SAS/STAT, SAS/EG)
• BI Software	Tableau
• Other Software	Advanced Excel
• Database	Microsoft SQL Server

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## About Me

An aspiring Data Scientist with broad based experience with data analysis and complex architectures. Proficient in Data modelling and ML algorithms. Highly passionate towards data and strong ability to handle complex projects.

## Work Experience

Apr'23 - Present Product Analyst | CASH FREE PAYMENTS  
Currently working as Product Analyst with the product management team. Building Product metric (0-1).

Jul'22 - Apr'23 Business Analyst | EXL  
Application developer & Analyst in Investment operations team that focuses on process automation. Primarily worked on automating the reconciliation process of turnaround statements for one of the world's top investment management firms.

- Developed C# application used to extract unstructured data from reports which are reconciled against excel sheets which reduces file processing time by 90% along with 100% accuracy reported for 1000+ reconciliation files and contributes to \$3M in savings.

Feb'22 - Jul'22 Operational Management Internship | Flipkart  
Worked in the Grocery Analytics and Control tower team with primary responsibility of data analytics and RCA metrics.

- Developed SQL queries to obtain complex data from remote databases.
- Report Automation using PANDAS.
- Worked on Manpower Attrition in FCs and made a dashboard for the company to view absenteeism trends.
- Worked on increasing NPS score by 5 points.

## Competency

- Python & Java
- SQL ,Tableau & Excel
- Machine Learning, Deep learning & Statistics
- Git & DSA
- Time Series Forecasting : ARIMA, ETS ..

## Certifications

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- SIX SIGMA – YELLOW BELT
- LOGISTIC AND SUPPLY CHAIN MANAGEMENT
- ENTREPRENEURSHIP – MY CAPTAIN

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• Pan India Knowledge transfer was given to all stakeholders and inventory managers.  
• Modifications were made in the FIFO inventory placements.  
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- ENTREPRENEURSHIP – MY CAPTAIN
- BUSINESS MATHEMATICS – VIT

**Education**

2023-2024 SCALER – WOOLF | MS in Computer Science spec. in AIML

2018-2022 VIT University | B.Tech in Mechanical Engg.

CGPA: 9.16

Languages

English

Tamil

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