

RAMANDEEP SIHRA (MCP)

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Portfolio: [ramandeep-sihra.github.io](https://github.com/ramandeep-sihra) LinkedIn: [linkedin.com/in/ramandeep-sihra](https://www.linkedin.com/in/ramandeep-sihra)

SKILLS

Software: SSMS, SAP- ERP, MS SharePoint, MS Dynamics, MS Excel, MS Access

Data Concepts: Analysis, Visualization, Manipulation, Extraction, Validation, Cleansing, Reporting

Languages: SQL, T-SQL, VBA, Python

PROJECTS

KPI Report Creation

DB Schenker - Aug 2016 - Present

- Developed a KPI dashboard showing team errors and training the team to improve accuracy by 10%.

Basware

DB Schenker - Aug 2016 - Present

- Assisted with the launch of a new Basware invoicing software increasing data validation accuracy by 90%.

PC Land

Personal - Feb - Nov 2020

- Created a fully functional T-SQL database and queries on it for a scenario based on a fictional PC shop.
- <https://github.com/ramandeep-sihra/PC-Land>

Report Creation

Personal - Dec 2019 - Jan 2020

- Created a dashboard based on a fictional media company using synthetic data to produce report using Python, T-SQL and MS Excel.

Documentation Processes

Microsoft - Dec 2015 - Feb 2016

- Created and maintained end-to-end process documentation during launch of Windows 10.

Finance Dissertation

Brunel University - Sep 2013 - Jul 2014

- Conducted research and data analysis on the awareness and implication of payday loans amongst the general public.
- <https://github.com/ramandeep-sihra/Dissertation>

Invoice Quotation

Iview Security - May - Aug 2010

- Created a user-friendly invoicing application, which increased invoice-creation speed by 70% using Microsoft Excel and VBA.
- <https://github.com/ramandeep-sihra/Iview-Security-Database-And-Application>

WORK EXPERIENCE & ACHIEVEMENTS

Financial Systems Assistant, DB Schenker; London, UK

Jan 2019 - Now

- Creating and updating the weekly Basware Invoice Approver report and dashboards.
- Running 5 UK and 3 Ireland daily reports in internal systems for the Shared Service Centre.
- Supporting 50 global Master Data Management (MDM) teams as a UK MDM Steward support contact
- Providing data maintenance for global data platforms and databases.
- Conducting accurate validation checks for the creation of financial accounts in SAP and preparation for audit analysis.

Finance Administrator, DB Schenker; London, UK

Aug 2016 - Dec 2018

- Processed and validated UK's supplier mail reaching daily target of 400 invoices.
- Managed supplier disputes and queried 250 invoices on behalf of the branches and fixed daily errors for 150 invoices.

Partner Incentives Support Analyst, Microsoft; London, UK

Dec 2015 - Feb 2016

- Analysed, validated, and interpreted 50 incentive requests and provided validation status reports to internal and external stakeholders.
- Performed audit checks on incentive requests and ran 2 MS Excel macro-based reports for data validation.
- Trained internal staff on SharePoint and Dynamic CRM database.

EDUCATION & CERTIFICATIONS

- BSc Business Management (Accounting)
- Microsoft Certified Solutions Associate (MCSA, MCP) - SQL Development

Brunel University 2011 - 2014
Microsoft 2020 - 2021