

With 2+ years of experience in procurement, technology service, I am a versatile professional with a passion for technology. I am skilled in using Excel, SQL and Python for data analysis and reporting. With a solid foundation in programming and a passion for innovative solutions, I aim to contribute my technical expertise and problem-solving skills to develop robust and efficient applications.

Work Experience:

1) **Analyst** – Technology Services | GEP Solutions Pvt. Ltd.

July 22 – Present

Roles and responsibility:

- Co-ordinate the process of **EDI/cXML** integration with vendor/buyer ERP system.
- Create, update, and integrate **cXML Punch-out catalogs** and Hosted catalogs in GEP E-Procurement software.
- Develop and validate the custom **SQL** queries to generate reports and maintain database.
- Worked with large datasets of vendors to analyze purchasing trends and identify cost-saving opportunities.
- Create and follow-up **JIRA** tickets for technical issue, customer requirements.
- Provide support and query resolution to client through **Salesforce & Freshdesk** ticketing platform.
- Prepare dashboard to highlight achievement and trends on given dataset
- Develop Python based tool to automate daily/weekly tasks.

Award and achievements: -

- Led the development and implementation of a python program that streamlined processes, resulting in a **90% reduction in task completion time**, from 300 minutes to just 30 minutes.
- Developed an independent Python program to automate email sending based on raw reports, **reducing the need for manual intervention by 70%.**
- **Kudos** – Awarded in recognition of focused on the customer delight - Mar 23
- **Achiever** – Awarded in recognition of exemplary contribution to GEP

2) **Senior Analyst** – Direct Procurement | Flextronics Technologies Pvt. Ltd.

Apr 21 - Jun 22

Roles and responsibility:

- Prepare and execute purchase **orders** and releases.
- Manage transactional interaction with suppliers.
- Shortage/excess escalation **management**, co-ordinate and follow through on urgent receive, past dues management and receiving challenge resolution.
- Perform **root cause analysis** to expedite the resolution of service issues.

Award and achievements:

- Engineered and implemented a streamlined process (SGA), which eliminated manual tasks for a team of 25, enhancing efficiency and workflow at scale.

- Pat on the Back Award - Appreciation for being Creative, Customer Focused, Innovative and Effectively Managing KPIs - Jan 22

Technical Skill	Worked on	Links
▪ Programing languages: Python, C	▪ REST,SOAP APIs	▪ Github
▪ Frontend: Basics of HTML , CSS3, Javascript	▪ Libraries : Pandas, Openpyxl, Tkinter, Beautifulsoup, Selenium, Xlwings, Pandas etc.	▪ Hackerrank
▪ Database: MySQL , MongoDB	▪ Softwares : Filezilla, MS-Azure storage explorer , Postman	▪ Linkdin
▪ Proficient in Microsoft Excel		
▪ Framework : Django, REST Framework (DRF)		
▪ Ticketing tool / software : JIRA, Salesforce, FreshDesk		
▪ IDE : Visual Studio Code		

Internships:

Global computers, Pune	Gained knowledge regarding computers assembly and hardware; Installing, Configuring windows operating systems, Microsoft desktop applications.	20 Dec 19 – 25 Jan 20
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Academic Qualification:

University / Board	College / School	Perc./CGPI	Domain
University of Mumbai	Finolex Academy, Ratnagiri (2016- 20)	8.01 /10 i.e 72.20 %	Bachelor of engineering Mechanical
Maharashtra State Board	Shirgaon Jr. College (2015 - 16)	70.46 %	Science
Maharashtra State Board	New English School, Pophali (2013 - 14)	94.40 %	General

Publications:

1. [A Review on Electromagnetic Bearing](#): IJIRSET.