

# Sarthak Raj

 [www.linkedin.com/in/sarthak-raj](https://www.linkedin.com/in/sarthak-raj) |  [sarthakraj.netlify.app](https://sarthakraj.netlify.app) |  [sarthak.hts@gmail.com](mailto:sarthak.hts@gmail.com) |  +1(413) 588 4829

## SUMMARY

Data-driven Engineering Management graduate with 2+ years of experience in business intelligence, reporting automation, and process optimization. Proven ability at FIS Global to streamline data pipelines, build interactive dashboards, and deliver actionable insights that drive strategic and operational outcomes. Skilled in SQL, Power BI, Excel, and workflow documentation to support cross-functional teams and enhance reporting accuracy.

## EDUCATION

### University of Massachusetts, Amherst

Master of Science in Engineering Management | **GPA: 3.8/4.0**

May 2025

### Bharati Vidyapeeth University, Pune, India

Bachelor of Technology, Computer Science | **GPA: 9.92/10**

Jul 2021

## SKILLS

**Programming Languages:** R, SQL, VBA, Python, C, C++, Java, HTML

**Tools & Technologies:** Microsoft Office (Excel – Advanced Formulas, Power Query, VBA, PivotTables, Macros; Word; PowerPoint; Outlook),

SAP Analytics Cloud, Tableau, Power BI, Visio, Jira, Confluence, Trello, Gantt, ServiceNow

**Project Skills:** Financial Reporting & Forecasting, KPI & Variance Analysis, Dashboard Design, Strategic Planning Support, Ad-hoc Analysis, Scenario Modeling, Business Case Development, Data Visualization, Process Optimization, Business Requirements Gathering, Stakeholder Communication, Cross-Functional Collaboration, Agile Frameworks (Scrum, Kanban)

## WORK EXPERIENCE

### Analyst | Fidelity National Information Services (FIS Global) | Bengaluru, India

Jun 2022 – Jul 2023

- Automated operational data pipelines using Python and SQL, improving data integrity and cutting manual tracking by 40%, enabling real-time performance monitoring across KPIs.
- Delivered Power BI dashboards to visualize operational bottlenecks, helping business units make data-backed decisions that improved throughput.
- Collaborated with IT to enhance backend SQL procedures, reducing reporting delays by 30% and improving data consistency.
- Conducted root cause analysis on report failures, implementing validation scripts that increased uptime and data reliability.
- Trained team members on automated workflows and documented end-to-end reporting processes to ensure knowledge continuity.

### IT Associate | Fidelity National Information Services (FIS Global) | Bengaluru, India

Jun 2021 – Jun 2022

- Created Excel-based KPI tracking tools using macros and Power Query, reducing manual effort by 25% and improving data accuracy.
- Designed and implemented workflow documentation for SQL-based performance dashboards, enhancing system reliability and onboarding efficiency.
- Partnered with business stakeholders to gather reporting requirements and implement workflow solutions, leading to a 20% improvement in turnaround time for custom report requests.
- Collaborated with cross-functional teams to deliver insights that supported revenue forecasting and strategic planning.

### Consultant Intern | Zensar Technologies | Pune, India

Oct 2019 – Mar 2020

- Designed SQL-based data models and automated reports that improved OTIF tracking by 25%, aligning logistics metrics with manufacturing goals.
- Conducted requirements gathering and gap analysis for logistics data workflows, leading to a redesigned supplier reporting system.
- Assisted in creating process documentation and SOPs for logistics reporting workflows, enhancing team onboarding and reducing recurring data errors by 15%.
- Documented workflow enhancements and trained stakeholders on report usage, contributing to long-term adoption and improved decision-making.

## PROJECTS

### The Ultimate Living Guide: A Data-Centric Dashboard

Coordinated project activities and developed an interactive Excel dashboard to track cost-of-living metrics across U.S. states. Created monthly summary reports, implemented macros for automation, and presented progress to stakeholders for feedback and iteration.

### Customer Churn Prediction Project

Managed and tracked project phases to develop a logistic regression model for predicting customer churn. Collaborated with team members to ensure timely task completion, created weekly performance updates, and documented progress using Excel-based trackers.

### Operational Efficiency Dashboard for Resource Allocation

Designed a real-time Excel & Power BI dashboard to track task distribution and team utilization, automating inputs via Power Query and improving resource efficiency by 15%. Collaborated with stakeholders to refine KPIs and support data-driven staffing decisions.

## CERTIFICATIONS

**Engineering Project Management and Leadership | Career Essentials in Data Analysis & Project Management | Business Analysis & Process Management**