



SHAILESH SUTHAR

Data Analyst

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Hiring Manager

Spec,
Gurgaon office,

Dear Sir/Ma'am,

As an accomplished Data Analyst and long-time admirer of your company, I was thrilled to see an opening for a Data Analyst position. With my background in data analytics and implementing IT solutions, I'm confident that I can help your developers' team to achieve their goals.

As an adept Data Analyst, I possess a diverse skill set encompassing data mapping, advanced technological applications, data visualization, business and project management, and rigorous data quality assessment. These qualifications position me as an ideal candidate for the Analyst role in Data Analytics.

Throughout my tenure at **Saarthee Consultancy Pvt Ltd**, I successfully developed a sales hub application using Dynamic 365 for the **COMCAST Smart Solution team**. This initiative automated human-oriented tasks through Power Automate, resulting in a 150% increase in client satisfaction and a 95% reduction in manual workload, along with Power BI dashboards and JavaScript Integration in D365. At **JP Morgan Chase & Co.**, within the Global Risk & Compliance team, I played a pivotal role in enhancing business processes. My contributions included leveraging Alteryx and Python to automate daily tasks, significantly reducing non-value-added activities from 6-7 hours per day to just 1-2 minutes. This transformation not only boosted efficiency and revenue but also improved employee satisfaction by 98%.

From both organizations I have further sharpened my problem-solving, time management, attention to detail, and accuracy, making me adept at delivering impactful results in dynamic environments.

I am excited at the prospect of bringing my talents to your organization. I look forward to hearing from you, at your earliest convenience, to discuss how my experience and qualifications will prove valuable in the analyst position.

Thank you for your time and consideration.

Sincerely,

Shailesh Suthar