

SONU YADAV

Process Automation Executive

ABOUT ME

Motivated professional with an IT background and hands-on industry experience, applying technical knowledge and analytical skills to drive real-world business outcomes. Experienced in collaborating with cross-functional teams to develop and implement results-driven strategies aligned with organizational objectives. Skilled in developing web applications, automating workflows, and conducting data analysis that drives operational efficiency. Demonstrated success in implementing G Suite integrations and automation tools that deliver measurable business impact.

EDUCATION

D. G. RUPAREL COLLEGE
Bachelor's - Information Technology
2024

VIVA COLLEGE
HSC
2020

U.S. OSTWAL ENGLISH ACADEMY
SSC
2018

CONTACT

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Work Experience

Crystal Group

Process Automation Executive - October 2024 - Present

- Engineered JavaScript based sales order workflow automation, significantly reducing processing time by 40%.
- Developed comprehensive Inventory Management System with automated tracking and reporting capabilities, reducing manual errors by 75%.
- Coordinating with internal departments to understand procurement needs and maintain optimal stock levels.
- Built Sales Dashboard to track daily, weekly and monthly call status and summarize data for monthly reports, reducing task backlogs by 60%.
- Created Vue.js Indent Web Application with Google Apps Script backend featuring digital approval signatures.
- Implemented cross-departmental Accounts FMS with automated billing approval workflows and reminder systems.
- Built Dashboard on Looker Studio to keep stakeholders updated with their pending work in SOPs.
- Built specialized web application for streamlined bill processing with commenting functionality

Excelerate - Internship

Data Analyst Intern - June 2024 - July 2024

- Performed in-depth analysis of market trends and Facebook advertising performance metrics using Python.
- Optimized ad campaigns based on performance data analysis, improving ROI and conversion rates.
- Delivered strategic recommendations to stakeholders using data-backed insights.
- Led project execution with emphasis on data-driven decision-making and effective communication.
- Contributed to the success of marketing initiatives by driving awareness and engagement.
- Gained valuable skills and knowledge that will aid future endeavors in marketing and distribution.

SKILLS

- **Programming Languages:**
JavaScript (ES6+), Python, HTML5, CSS3
- **Frameworks & Libraries:**
Vue.js, Express.js, Node.js, Pandas, NumPy
- **Database Systems:**
PostgreSQL, SQL Server, MySQL Workbench, Azure Data Studio
- **Cloud & DevOps:**
AWS, Docker, G Suite Integration, Google Apps Script
- **Analytics & Reporting:**
Power BI, Tableau, Looker Studio, Jupyter Notebooks, Alteryx, R, MS Excel, Google Sheets
- **Soft Skills:**
Problem-Solving, Communication, Project Management, Data-Driven Decision Making

LANGUAGES

- Hindi
- English
- Marathi
- Malayalam

ACHIEVEMENTS

- Reduced pending task backlogs by 60% through workflow optimization.
- Built real-time Google Appscript dashboards improving reporting accuracy.
- Streamlined inventory management processes reducing manual errors by 75%.
- Implemented digital approval systems decreasing document processing time by 40%.
- Connected all departments and provided relevant dashboards and links by creating internal website hosted on sites google.

PROJECTS

Indent Web Application | *Vue.js, HTML, CSS, JavaScript, Google Apps Script*

- Developed a comprehensive Vue.js application featuring dynamic data management and a digital approval workflow for streamlined business processes.
- Implemented full CRUD operations, real-time data updates, and custom reporting features to enhance usability and data visibility.
- Integrated the frontend with backend systems using Google Apps Script, ensuring seamless and secure data flow with Google Sheets and related services.
- Automated email reminders for pending approvals to improve user responsiveness and workflow efficiency.
- Leveraged Vue.js watcher functions to dynamically update UI elements and data based on user interactions and selected conditions.

Client Web Portal | *HTML, CSS, JavaScript, Google Apps Script*

- Designed and developed a secure Client Portal website providing client-specific login access and personalized features including order details, document access, order progress tracking, installation guides, support ticket submission, and feedback forms.
- Implemented session-based login using the browser's local storage, ensuring persistent access control during active sessions.
- Built a dynamic Order Progress Updates interface showing real-time shipment stages—Order Placed, Inventory Allocated, Quality Checked, Dispatched, and Delivered—using intuitive timeline and progress bars for visual clarity and user engagement.

Grade Management System | *HTML, CSS, Vue.js, Node.js, SQL Workbench*

- Designed and developed a dynamic Grade Management System with full CRUD functionality for managing complex grading data.
- Implemented the ability to create, update, and delete grades, each supporting unlimited customizable elements with defined minimum/maximum values, chemical and physical properties, and a commenting feature.
- Utilized Express.js to handle backend operations and establish seamless connectivity with the frontend interface.
- Architected the system to create a dedicated SQL table for each new grade in MySQL Workbench, ensuring data isolation and structure.
- Integrated real-time alerts for duplicate grade entries and enabled administrators to view, update, or delete grades directly from the management interface.