

# SUBRAT KUMAR MOHANTY

Data Analyst | MIS Specialist

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Data Analyst with 2+ years of experience in MIS and operational reporting, specializing in Excel (Power Query), Power BI, and SQL. Ability to manage large datasets, automate reporting workflows, and deliver actionable insights to senior management. Experienced in government skill-development programs and actively transitioning into analytics-focused roles with hands-on project exposure.

## Work Experience

### MIS Executive & Placement Operations

AITSL SPV Pvt.Ltd. (Jharkhand Skill Development Mission Society) | Jharkhand

Apr 2023 - Present

- Manage and validate large-scale datasets for trainees across full training and placement lifecycles with accuracy and consistency.
- Built dashboards to track training completion, placement ratios, and performance KPIs, supporting data-driven decisions by senior leadership.
- Design and maintain weekly/monthly MIS dashboards in Excel and Power BI to track training completion and placement ratios.
- Delivered actionable insights and summary reports to the management for performance monitoring and operational planning.
- Coordinate with state-level and district teams to ensure timely data submission and resolve discrepancies across reporting cycles.

## Core Skills

**Data Analytics:** Data Cleaning, Exploratory Data Analysis (EDA), Reporting, Dash boarding.

**Tools:** Microsoft Excel (Advanced Pivot Tables, Power Query, VLOOKUP), Power BI, SQL, Google Sheets.

**Technical Exposure:** ERP Systems, SAP (User Level), Docker, Node.js (Node Setup), Blockchain Testnets.

**Soft Skills:** Problem-solving, Coordination, Communication.

**Certifications:** Google Data Analytics Professional Certificate

## Technical Achievements

**Block chain Infrastructure:** Participated in early-stage testnets, contributing to network stability through node setups using Termux and Docker.

**Web3 Engagement:** Supported DePIN and NFT projects through community testing and technical feedback, earning rewards through TGE events.

## Education

Kolhan University

2024

Bachelors in Computer Application (BCA)

CGPA: 8.52 CGPA

School

2021

XII (CBSE) - CGPA: 7.20 CGPA

School

2019

X (ICSE) - CGPA: 8.46 CGPA

## **Projects**

### **Google Data Analytics Capstone Project**

- Analysis: Performed end-to-end analysis including data cleaning and visualization to solve business case studies.
- Tools: Applied SQL, R, and Tableau/Power BI to derive actionable insights from raw data.

## **Languages**

English, Hindi, Bengali, Odia