

INTRODUCTION & ROLE OVERVIEW

Name: Sudhanshu Joshi

Designation: Trainee

Department: I.T

Review Period: 20.12.2025

Responsible for day-to-day operations &
target execution

KEY ACHIEVEMENTS & CONTRIBUTIONS



BRD (Business Requirement Document) prepared for multiple business processes.



Presentations (PPTs) prepared for management & internal reviews.



SOPs (Standard Operating Procedures) created for process standardization.



Worked on **SAP MM & PP modules** for process understanding & support.



Supported business users in system-related requirements.



Developed **Production & Consumption Dashboard** and **OTIF** using **Power BI**.



Contributed to **HR Portal** development and enhancements.



Coordinated with teams for requirement gathering & implementation.

LEARNING, VALUE ADDITION & FUTURE FOCUS

Key Learnings:

- Strong understanding of **business processes & SAP integration**
- Hands-on experience in **Power BI & data analytics**
- Documentation & stakeholder communication skills
- Improved visibility through dashboards
- Process clarity via BRDs & SOPs

Future Focus:

- Advanced SAP & Power BI skills
- More automation & data-driven insights
- Greater ownership of end-to-end projects

Thank You
