### DEVENDER KUMAR CHAUHAN

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Mobile No: 9953957281

### CAREER OBJECTIVE:

To take a challenging role on business operations as and give an efficient and effective solution that will help the organization to achieve the best solution in business and ultimately increase its productivity in market.

### SUMMARY:

* More than 5 Years of Experience in Reports and Data Analysis.
* Proficient in Advance Excel Techniques SQL and Macro coding.
* Hands on experience in using various formulae in Excel (Count if, Sum if, Look-ups, Pivots, Data Analysis Tool pack, Conditional formatting etc).
* Analytical skills for providing Business Intelligence.
* BI tools like Knime & SAP for extraction of data

### ABOUT COMPANY:

**Previous Employer: Jana Small Finance Bank**

**Team : Business Intelligence**

**Designation : Assistant Manager (MIS)**

**Duration : 1 August 2018 to 6 December 2019**

### JANA SMALL FINANCE BANK RESPONSIBILITIES:

* I was working in Jana Small Finance Bank North India Zonal Office at Chandigarh. I am making report of Entire north region covered Punjab & Haryana of Collection & Disbursement.
* Performing entire Business & Collection analysis using Excel & BI Tool like SQL,Knime.
* Making weekly data driven dashboards and reports using MS Excel & make PPT to describe the Business, Collection, Disbursement, HR attrition slide to using Power Point.
* Banking FD & CASA report publishing on daily Basis and also productivity report of the Employee Weekly and Monthly Quarterly report for Collection & Business trend.
* Work with business units/Cluster RCM & ZCM Managers to design and develop solutions to key business problems. Making account level Summery to get the correct information of Business
* Analyze the data and help the business use the same for decision making.
* Understand requirements, design formats, deploy formats, follow up with Business development Team and validate data. Overall Business Analysis.
* Using BI tools to using that make the report to help improve operation & Collection efficiency.

### EXPERIENCE SUMMARY:

**Previous Employer: Future Value Retail Limited (Future Group)**

**Team : Food Bazaar (FMCG)**

**Designation : Sr. Executive (MIS)**

**Duration : 14 April 2014 to 27 July 2018**

### FUTURE GROUP RESPONSIBILITIES:

* I was working in Future Group North India Zonal Office. I am making report of Entire north India FMCG. I have a team of 10 people in Zonal & also cluster UP East, West UP, MP, Punjab, Haryana & Uttaranchal office.
* We also audit the PO Report internally. Making Auditing the Operation team work for Quality.
* We also Using **SAP** for Inventory & Sale report generate.
* Performing entire FMCG Business analysis using Excel.
* Making weekly data driven dashboards and reports using MS Excel & Power Point.
* Act Accountable for assisting in MIS Reporting, Project Management.
* Work with business units/Project Managers to design and develop solutions to key business problems. Coordinate with New Brand Article code creation & article code mapping.
* Weekly and Monthly Quarterly report for Sale trend.
* Analyze the data and help the business use the same for decision making.
* Understand requirements, design formats, deploy formats, follow up with Business development Team and validate data. Overall Business Analysis.
* Macro writing using that make project to help improve operation efficiency.

### QUALIFICATIONS:

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| --- | --- | --- |
| **Qualification** | **Board/University** | **Year Of Passing** |
| **MBA (QM)** | **Sikkim Manipal University** | **2013** |
| **BA (Pass)** | **Delhi University** | **2008** |
| **12th** | **N.I.O.S** | **2004** |

### TECHNICAL QUALIFICATION:

* 18th Month Diploma in Computer Application from C.C.S.T
* 6th Month Certificate Course from I.G.N.O.U

### SKILLSET:

**Skills & Software :** Proficient in Microsoft Office (Word, PowerPoint, Excel, Outlook),

MS Excel -2003, 2007, 2010, MS-Access. SAP, SQL, Window Base Software

**Concepts :** Pivot Tables, V-look up, Formulae, Data Management,

**Personal Skills :** Quick learner, hard working ,self motivator and Workaholic

### PERSONAL DETAILS:

Father’s Name : Mr. Kesh Chauhan

Address : House No-356, Street No-6,

Durgapuri Extension

Delhi -110093

Marital Status : Married

Date of Birth : 14-Feb-1986

Hobbies : Travelling, Studying. Reading

Language : Hindi, English

Passport No. : J5848279

### DECLARATION:

I hereby declare that the above mentioned information is true to the best of my knowledge.

Date: Devender Kr Chauhan

Place: Delhi Signature: