Shalaka Tekale

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Objective

A dedicated and detail-oriented individual seeking an entry-level position in a well-reputed organization, where I can augment my knowledge and skills and gain experience to contribute to the organization's success.

Education

1. Master in Business Administration (**MBA**) in Business Analytics   2021-2023, SP Pune University
2. Bachelor in Business Administration (**BBA**) in International Business   2018-2021, Pune University

Skills

- **Languages** : Python, SQL
- **Tools**   : Advanced MS Excel, Word, PowerPoint, Power-BI, Tableau, Jira (Scrum, Agile)
- **Other**   : Data & Business Analysis, Dashboard, report building, Machin learning algorithms
- **Soft skills** : Analytical, Problem-solving, Communication (Verbal, Written), Teamwork, Critical thinking, Adaptibilty, Interpersonal skills.

Work Experience

Business Analyst Intern at eHealth Systems Technology

- Executed SIP project titled, "Stress quantification using streme device", using Excel, Tableau.
- Developed Excel based MIS report for the organization.
- Operated and analyzed various biomedical devices and integrated them into web portal and application.
- Tested, solved issues in web and application development.
- Worked on primary, secondary data (collected, clean, manipulated the data) using Excel and Power-BI.
- Build reports and dashboards in Power-BI
- Created various promotional materials for newly launched devices, campaigns.

Projects

- **Library database management system in SQL**
  Designed to manage all the functions of library and maintain records. Helps to maintain the database of new books, borrowed books. Hands on commands, operators, syntaxes, knowledge of joins, group by, SQL database, RDBMS etc.
- **Exploratory data analysis in Python**
  Performed data cleaning and manipulation. Performed EDA using Pandas, NumPy etc. Improved customer experience, which helps in plan inventory and meet the demands.
- **E-commerce sales dashboard in Power-BI**
  Analyzed e-commerce sales data, created interactive dashboard using PowerBi.Used complex parameters to drill down in worksheet and customization using filters and slicers. Used different types of charts, graphs, tables, DAX queries.

Certificates

- SQL certification by Hackerrank.
- Business- data analytics by Skilledge.
- MS-Excel course by Jobaaj.

Position of responsibility

- **Core team member** of management in a Business expo held by the college, successfully organized and managed an event of nearly 500+ people.
- **Volunteer at** a Biomedical Conference held at De. Mangeshkar hospital, Pune.
- Assisted in developing and monitoring the clinic, lab and provided routine work details including tests, reports and relative information of 80+ people to the mentor in the internship.

I do hereby declare the authenticity of all the information in my resume.

-Shalaka Tekale.