

UMAR KHAN

(847) 092-3982 | umarsjc@gmail.com | 35/38 Kolhantola, Allahabad, Uttar Pradesh

Summary

Bachelors of Commerce with 3 years experience in Mutual Funds & as an MIS executive. Having strong analytical skills in SQL, Advanced Excel, Power BI, Python and dashboarding. Passionate towards learning, analyzing and report making.

Skills

SQL, Excel, Power BI, Python, Tableau, HTML, CSS, Google Sheets

Experience

Veye Research Pvt Ltd | Gurgaon, Haryana

MIS Executive | 08/2023 - Present

- Implemented automation techniques in google sheets.
- Using web scraping techniques to scrape data from different sources.
- Daily publishing of reports and recommendation on stocks post analyzing.

Everstylish lifestyle Pvt. Ltd. | Gurgaon, India

MIS Executive | 11/2022 - 07/2023

- Making of daily, weekly and monthly reports of products restocking sheets.
- Created models on excel for forecasting of products restocking.
- Analyze products depending on their sales and took decisions & created dashboards in power BI of different data.

Planet EDU Exams Pvt. Ltd. | Gurgaon, Haryana

MIS Executive | 01/2022 - 10/2022

- Created daily reports in excel. Managed examiners movements through emails.
- Travelled across different exam centres for supervising smooth running of exams.

Nj Wealth India Pvt Limited | Allahabad, Uttar Pradesh

Mutual Fund Distributor | 10/2020 - 12/2021

- Educated investors about the benefits of investing in Mutual Funds. Managed their queries and handled their purchases.

Education

Allahabad University | Allahabad, Uttar Pradesh

B.com | 03/2019

Certificates

IBM Data analyst Professional Certificate, NISM Series VA Mutual Fund Distributor Certificate

Other Skills

Data Visualization

Data Wrangling

Data Analysis

Data Modelling

Statistics