Neha Upadhyay

Highly motivated and technically proficient data enthusiast with a solid foundation in data analysis and visualization, targeting challenging opportunities in Data Analysis in an organization of high repute.

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KNOWLEDGE PURVIEW

Data Analysis
Data Visualization
Data Interpretation
Statistical Analysis
Dashboard Development
Trend Analysis
Data Interpretation
Business Intelligence
Data Modelling
Forecasting
Data Mining
Process Optimization

CERTIFICATIONS

- Certified Data Analyst
- SQL Fundamentals Certification
- Power BI Certification
- Python for Data Analyst Certification

SOFT SKILLS

Collaborator & Communicator
Analytical & Negotiator
Problem Solving & Team Player
Relationship Building

TECHNICAL SKILLS

- SQL (Structured Query Language)
- Power BI (Business Intelligence)
- Python for Data Analysis
- Advance Excel

EDUCATION

- **BBA** from Chhatrapati Shahu Ji Maharaj University, Kanpur 2016

KEY PROJECTS

- **Power BI Project:** Gio Sales
- **Python Project:** IMDB Rating

PERSONAL DETAILS

Date of Birth: 16th April 1995
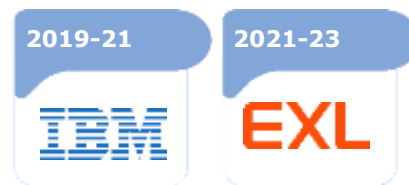**Languages Known:** English & Hindi
Address: Noida, U.P.

PROFILE SUMMARY

- Resolute and committed professional with **nearly 4 years of experience in** Finance & Accounting.
- Knowledgeable in **advanced analytical practices such as predictive analysis, attribution modelling and customer profiling.**
- **Skilled in conducting full lifecycle analysis including data gathering & cleansing**, deep dive advanced statistical analysis/modeling & recommendations to optimize performance.
- Strong problem-solving abilities coupled with a passion for **extracting actionable insights from complex datasets.**
- **Capability in devising and implementing Statistical/Predictive Models** and Machine Learning Algorithms utilizing diverse sources of data.
- **Well versed in manipulating and analyzing complex, high-volume, high-dimensionality data** from varying data sources.

CAREER TIMELINE

2019-21 — IBM

2021-23 — EXL

WORK EXPERIENCE

Apr'21-Oct'23 | EXL Service Pvt. Ltd. as Sr. Associate - Finance & Accounting (Order to Cash)

Key Result Areas:
- Implemented and leveraged Power BI (Business Intelligence) to transform raw data into actionable insights, driving informed decision-making and strategic planning across the organization.
- Used advanced Excel functions, including VLOOKUP, INDEX-MATCH, PivotTables, and Macros, facilitating comprehensive data analysis, manipulation, and reporting to drive informed decision-making and streamline operational processes.
- Executed cash adjustments, reconciliations, and allocations for various insured policies, optimizing cash flow processes.
- Generated detailed daily reports on order to cash activities, enhancing project management efficiency.
- Analysed and resolved issues within the order entry process, contributing to streamlined operations.
- Implemented process improvements to enhance efficiency and accuracy in financial transactions.
- Conducted regular audits to maintain data integrity & compliance with financial regulations.
- Provided training & mentorship to new team members, ensuring a smooth onboarding process.

Dec'19-Apr'21 | IBM as Practitioner - Finance

Key Result Areas:
- Managed cash application in Order to Cash (O2C), reconciling payments and maintaining customer accounts.
- Utilized ERP systems including D365 and AS400 for daily financial operations.
- Conducted data analysis to identify trends & provide insights for strategic decision-making.
- Assisted in preparation of financial statements & reports for management review.
- Conducted variance analysis to identify discrepancies and drive corrective actions.
- Participated in cross-functional projects to enhance operational efficiency.