

CHIRAG LEKHA



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PROFESSIONAL SUMMARY

A results-driven Business Analyst with over 2 years of experience in the domain. A strong background in the vibrant Indian startup ecosystem and a demonstrated track record in analyzing data and leveraging insights for business optimization. Eager to leverage communication strengths and collaborative skills in a dynamic, growth-oriented environment.

EDUCATION

Invertis Institute of Technology, Invertis University, Bareilly, Uttar Pradesh
Bachelor of Technology in Mechanical Engineering

July 2013 – June 2017

SKILLS

Databases	MySQL, Snowflake, MSSQL, and PostgreSQL
Version Control Software	GitHub, Gitlab, SVN, and TFVC
Visualization Tools	Excel, Tableau, Looker Studio (Google Data Studio) and Power BI
Web Analytics Tools	Google Analytics and Adobe Analytics
Programming Languages	Python

WORK EXPERIENCE

Car Dekho, Gurugram, Haryana, India
Business Analyst

February 2023 – Present

- Optimize sales and operational efficiency through innovative thinking and process improvement.
- Facilitate data-driven decision-making and streamlining processes.
- Identify data patterns & trends, and provides insights to enhance business decision making capability in business planning, process improvement, solution assessment etc.
- Maintain thorough knowledge of the company's products and services
- Make collaborative efforts with the marketing team and administered the regular business requirements to ensure smooth delivery of services.
- Conducted thorough data cleaning and validation processes to ensure accuracy and consistency in large datasets, contributing to a 15% improvement in data quality metrics.

Bundl Technologies Pvt. Ltd. (Swiggy), Bengaluru, Karnataka, India
Associate Business Analyst

March 2022 – January 2023

- Identified inefficiencies in data collection processes and implemented automation solutions
- Guided teams in implementing solutions to reduce manual efforts by 40% and enhance operational efficiency.
- Collaborated with cross-functional teams providing data-driven insights that influenced strategic initiatives and contributed to a 10% increase in overall company revenue.
- Designed and developed interactive dashboards using Tableau, presenting key performance indicators to stakeholders.

SJ Infotech, Bareilly, Uttar Pradesh, India
Trainee Data Analyst

March 2021 – July 2021

- Conducted preliminary data analysis using statistical methods to derive meaningful insights.
- Created visualizations like charts or graphs to present findings for decision-making processes.
- Utilized tools like Excel and Python to pre-process and clean raw data.

PROJECTS UNDERTAKEN

- **Store Database Management**
 - Optimized complex SQL queries, reducing query execution time for inventory tracking and sales reporting.
 - Developed stored procedures for routine tasks like inventory updates and sales reporting.
- **Exploratory Data Analysis (EDA)**
 - Utilized Python libraries- Pandas and NumPy, to perform statistical analysis and create insightful visualizations.
 - Developed interactive visualizations aiding in identifying significant factors impacting business metrics.

SOFT SKILLS

- Exceptional communication and problem-solving skills.
- Effective critical thinking and good business acumen.
- Good team play and project management.