NAMAN KUMAR

Email: namanthakur1204@gmail.com | Phone: +91 8861568693 | LinkedIn: linkedin.com/in/naman-thakur-81a9b9112

PROFESSIONAL SUMMARY

Aspiring Business Analyst with a foundation in data analysis, reporting, and process improvement. Familiar with using Excel, Tableau, SQL, and Python for data manipulation, visualization, and problem-solving. Adept at working in cross-functional environments, gathering requirements, and supporting operational improvements. Currently pursuing MBA in Business Analytics & Finance, seeking to apply analytical skills to support decision-making and process efficiency at Acolyte Technologies.

KEY SKILLS

- Data Analytics & Visualization: Excel (DASHBOARD), Tableau, SQL, Python

- SQL : SELECT statements, WHERE clause filtering, ORDER BY sorting, GROUP BY aggregation, arithmetic functions

- Requirement Gathering & Documentation

- Reporting & Dashboard Creation

- Strong Communication Skills

PROFESSIONAL EXPERIENCE

Indifi Pvt. Ltd., Gurugram, Haryana
Relationship Manager | May 2022 - Jan 2023

- Managed a portfolio of SME clients, identifying financial needs and providing supply chain financing solutions.

- Supported financial analysis to recommend funding strategies, improving client retention by 15 percent.

- Assisted in streamlining documentation, helping reduce loan processing time by 20 percent.

INTERNSHIP EXPERIENCE

Talent Shark, Gurugram, Haryana
Operations Intern | Jul 2024 - Aug 2024

- Assisted in data collection, reporting, and operational documentation.

- Created basic Excel-based reports tracking KPIs, improving project monitoring efficiency by 10 percent.

- Coordinated with teams to ensure compliance with SOPs.

PROJECTS & ACADEMIC WORK

- Sales Insights Dashboard, KPI and Trend Analysis (MBA Project) - Developed a basic Tableau dashboard for a retail dataset, highlighting sales trends and regional performance.

- Business Process Optimization Study - Analysed operational inefficiencies and suggested improvements that could reduce turnaround time by 15 percent.

- SQL Data Reporting - Wrote basic SQL queries to extract and summarize data for reporting.

EDUCATION

Masters of Business Administration - Business Analytics & Finance
Galgotias University, Greater Noida | 2023 - 2025

Bachelors of Business Administration
IBMR School of Business, Gurugram | 2019 - 2022

ACHIEVEMENTS

- Represented Nationals in Athletics & Cricket

- Competed in the prestigious Subroto Cup

LANGUAGES

- English (Proficient)

- Hindi (Proficient)