Tejas Yadav

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# Skills

- **Microsoft Excel** (Basic - Advance): Lookups, Tables, Formatting, Sort and Filtering, Pivot tables, Power Query, Reporting, Charts, and Dashboard.

- Storytelling: Storytelling from Data and Insights, **Data-Driven Decisions**.

- **Python** (Basic): Pandas, Numpy, Matplotlib, Seaborn for Analysis.

- **SQL** (Intermediate): SQL Queries, Joins, Window Function.

- **Power BI**: Power Query, Data Modeling, KPI's, Dashboards.

- **Tableau**: Basic Dashboard Creation, Data Modeling.

- Business Requirements Documents, Functional Requirements Documents, UI Requirements, UAT, UML, SDLC,

- Waterfall, Rational Unified Process(RUP), Agile Scrum Methodology.

- Wire Frame, Screen Mockups, Prototype.

- **Six Sigma White Belt**.

# Experience

## February 2022 – present

### ImpactGuru Technology Ventures - Marol Naka - TeamLead in Trust and Safety

* Conducted due diligence for fund transfers in Medical Campaigns, Marketing Campaigns and NGO Campaigns.
* Previously Lead the Fund transfer team, updating standard operating procedure for marketing campaigns and enhancing performance & TAT by up to 80%.
* Handling daily Escalations from customers and from other teams on a daily basis.
* Streamlined processes to reduce TAT by 70% and identified alternative solutions to significant challenges.
* Engaged in gathering and cleaning data, generating reports from Raw Data which helps to 40% improvement in individual performance.
* Conducting regular meetings with Co-founders on process improvement and reducing risk for marketing campaigns.
* Conducting Interviews and training to New Team members.
* Conducting Data Analysis on the Data.
* Prepare BRD and Use Cases of Trust and Safety for the Product Team.

## Oct 2020 – July 2021

### ICICI Bank - Thane - Phone Banking Officer

* Completed KYC of 100+ Customers per day on Video Call.
* Selling insurance and resolving queries related to KYC.

# Education

### Bachelor's Of Commerce - March 2017 – October 2020

University of Mumbai | DSPM’s K. V. Pendharkar College

# Certifications

1. [Google Data Analytics Specialization](https://www.linkedin.com/in/tejas-yadav-agni/)

2. [Data Analytics Pro+](https://www.linkedin.com/in/tejas-yadav-agni/)

3. [Business Intelligence Analyst](https://www.linkedin.com/in/tejas-yadav-agni/)

4. [Hacker Rank SQL (Basic)](https://www.linkedin.com/in/tejas-yadav-agni/)

5. [Hacker Rank SQL (Intermediate)](https://www.hackerrank.com/certificates/fe2ddb2b0624)

6. [Business Analysis “A to Z”](https://www.linkedin.com/feed/update/urn%3Ali%3Aactivity%3A7169565933663830016/)

7. [Data Analytics on AWS](https://www.linkedin.com/feed/update/urn%3Ali%3Aactivity%3A7170744693259976704/)

8. [Six Sigma White Belt](https://www.linkedin.com/feed/update/urn%3Ali%3Aactivity%3A7174967940616753152/)

9. Currently pursuing Business Analysis with [Coepd](https://www.coepd.com/index.aspx).

# Tools

* MS Excel, MS Visio, Google Sheets.
* Jupyter Notebook, Google Collab, AWS Cloud.
* MySql, PostGreySQL.
* Power BI, Tableau.
* Jira, Rally.

# Projects

1. Movie Recommendation Model

2. Servo-Mechanism Predictive Model

3. Big Sales Prediction Model

4. HR Attrition Analysis

# Internship

Completed Virtual Data Analytics Internship with YBI Foundation.

- Cleaned and transformed data with Python to create a sample dataset and test dataset for building a Predictive Model. Used Linear Regression, Linear Classification, Decision Tree, Random Forest Tree Model to build a Predictive Model.