

Tejas Yadav

+91 9082210635

yadavtejas89@gmail.com

[LinkedIn Profile](#)

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](#)
2. [Data Analytics Pro+](#)
3. [Business Intelligence Analyst](#)
4. [Hacker Rank SQL \(Basic\)](#)
5. [Hacker Rank SQL \(Intermediate\)](#)
6. [Business Analysis "A to Z"](#)
7. [Data Analytics on AWS](#)
8. [Six Sigma White Belt](#)
9. Currently pursuing Business Analysis with [Coepd](#).

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.