

Priyank Mithiya

[LinkedIn](#)

PROFESSIONAL SUMMARY

MBA (Finance) graduate with practical experience in MIS reporting, performance analysis, and dashboard development. Skilled in Advanced Excel, SQL basics, Power Query, and KPI monitoring to support data-driven business decisions. Proven ability to improve reporting efficiency and maintain data accuracy through structured analysis and automation. Strong problem-solving skills with a focus on continuous process improvement. Aspiring to grow as a Data Analyst/MIS Executive by delivering actionable insights and operational excellence.

EDUCATION

Master of Business Administration (Finance) Parul University	2022 - 2024 Grade: 7.56/10.0
Other (Finance) KES Shrof College	2017 - 2020 Grade: 7.27/10.0
Intermediate (Class XII) Balbharti M.J.P. Junior college of commerce	2015 - 2017 Grade: 64.0%
Matriculation (Class X) Lions School	2014 - 2015 Grade: 70.17%

EXPERIENCE

Agency Manager June 2025 - Present
SBI LIFE *Surat*

- Recruited and managed a team of 10+ insurance advisors, driving a 25% growth in sales through performance tracking and data insights.
- Monitored and analyzed weekly business performance trends to support strategic planning and forecasting.
- Maintained 100% accuracy in compliance reports and advisor records as per company and IRDAI standards.
- Collaborated with cross-functional teams to generate MIS reports and identify sales improvement opportunities.
- Improved operational efficiency by 20% through structured reporting systems and periodic performance reviews.

Wealth Officer June 2024 - May 2025
Bajaj Capital *Surat*

- Supported financial advisors in preparing 20+ reports monthly, including portfolio analysis and client performance presentations.
- Developed and maintained Excel-based dashboards to track investment trends and business KPIs, improving reporting efficiency by 30%.
- Ensured 100% on-time submission of accurate reports and insights to senior management and clients for strategic decision-making.

PROJECTS

Social Media Project ([Github](#)) July 2025

- Analyzed data from 7 related tables (users, posts, likes, comments, followers) using SQL joins.
- Calculated key metrics like total users, total posts, total likes, and engagement rate using aggregate functions.
- Identified top active users and most liked posts using GROUP BY and ranking functions.
- Performed data cleaning by detecting duplicates and handling NULL values.
- Generated insights on user activity trends and hashtag performance to support business decisions.
- Used CTE and Window Functions (RANK) for user segmentation and leaderboard analysis.

Zomato Restaurants Analysis ([Github](#)) June 2025

- Conducted data cleaning and preprocessing (handled missing values, removed duplicates, standardized currency conversions, and created derived columns) to ensure accurate insights.
- Applied Excel functions (VLOOKUP, IF, SUMPRODUCT, aggregation functions) and built PivotTables & Pivot Charts to analyze restaurant distribution, pricing trends, and customer preferences across 15+ countries.
- Identified market expansion opportunities by recommending countries/cities with low competition and below-average ratings, enabling data-driven strategy suggestions for Zomato's growth.
- Performed comparative analysis of cuisines, pricing, and customer ratings, highlighting top-performing cuisines like Sushi, Desserts, and Italian, along with regional trends.
- Developed an interactive visualization dashboard to summarize key insights on restaurant openings, customer spending, and competitive landscape.
- Presented business recommendations (focus on online delivery & table booking, entry into Canada, Qatar, Philippines, etc.) backed by quantitative analysis and trend evaluation.

CERTIFICATIONS

NISM-Series-V-A: Mutual Fund Distributors Certification Examination NISM May 2024

- Demonstrated knowledge of mutual fund industry, investment products, and regulatory framework
- Enhanced skills in customer service, relationship management, and compliance

SKILLS

Computer Language: SQL

Courses: Data Structure

Soft Skill: Communication Skills, Critical Thinking, Team Building, Teamwork, Time management

Databases & Data Tools: Excel, MySQL, Power BI, Spreadsheet

Domain & Business Skills: Analytics

Frameworks & Libraries: Microsoft Office

EXTRA-CURRICULAR ACTIVITIES

- Served as Event Coordinator for the NAAC Ranking Event at Parul University.
- Served as Class Representative at Parul University for 1.5 years.
- Awarded 1st Prize in Dance (Garba) Competition, Parul University, 2022.