

# Umesh Patil

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## PROFESSIONAL SUMMARY

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Results-driven Data Analyst and MIS Executive with hands-on experience in MIS reporting, data management, dashboard creation, and business analytics. Skilled in Python, SQL, Excel, Google Sheets, and Looker Studio with the ability to transform complex datasets into actionable business insights. Experienced in automating reports, tracking KPIs, improving reporting efficiency, and supporting data-driven decision-making through analytical problem-solving.

## EDUCATION

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**Master of Computer Applications** (Computer Applications) 2023 - 2025  
R. C. Patel Institute of Technology Shirpur Grade: 7.85/10.0

**Bachelor of Computer Applications** (Computer Applications) 2020 - 2023  
R.C. Patel Institute of Management Research and Development Shirpur Grade: 9.71/10.0

**Intermediate (Class XII)** 2019 - 2020  
DR. P.R. GHOGARAY JR. COLLEGE. SHIRPUR Grade: 84.31%

**Matriculation (Class X)** 2017 - 2018  
Nutan Madhyamik Vidyalaya Bhatane Grade: 75.4%

## EXPERIENCE

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**MIS EXECUTIVE** March 2026 - Present  
Eminent Paper Industries LLP *SURAT*

- Managed MIS reports and dashboards using Google Sheets and Looker Studio
- Worked with SQL for data extraction, cleaning, and reporting
- Automated reports and workflows using Google Apps Script
- Maintained and analyzed large datasets for business operations
- Prepared daily, weekly, and monthly performance reports
- Supported management with data-driven insights and decision-making
- Improved reporting accuracy and reduced manual work through automation

**Data Management Executive(DME)** August 2025 - March 2026  
Comet Lubricants *VAPI*

- Managed and analyzed sales and operational data to support management decisions.
- Prepared daily, weekly, and monthly MIS reports and Excel dashboards.
- Ensured data accuracy and consistency across departments.
- Collaborated with teams to track KPIs and improve reporting efficiency.
- Supported automation initiatives for faster and more reliable report generation.

## INTERNSHIPS

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**Software Developer** February 2025 - June 2025  
Ceeras IT Services *Remote*

- Developed responsive web interfaces using HTML, CSS, and JavaScript.
- Collaborated on real-time frontend projects in an Agile environment.
- Gained hands-on experience in version control using Git.
- Contributed to UI optimization and user experience improvements.

## PROJECTS

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**Flow Management System** December 2025

- Developed an order flow management system to track the complete order lifecycle from creation to dispatch.
- Built KPI reports for TAT monitoring, pending orders, dispatch tracking, and employee performance analysis.
- Improved operational visibility through centralized reporting and process tracking.
- Technologies Used: Excel, Google Sheets, Apps Script

**Global Trends Analysis with Gapminder Dataset** June 2025

- Analyzed global data (1952–2007) using Python to study GDP, life expectancy, and population trends.
- Performed data wrangling and visualization using Pandas, NumPy, and Seaborn.
- Identified development patterns and generated visual insights.
- Presented findings through interactive visual dashboards for better data interpretation.

**Sales and Support Analysis using SQL** June 2025

- Worked with retail data in MySQL Workbench to analyze sales and customer behavior.
- Applied advanced SQL techniques like joins, subqueries, and stored procedures.
- Generated business insights and evaluated agent performance.
- Optimized query performance and enhanced reporting efficiency for data-driven decisions.

## CERTIFICATIONS

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**Deloitte Australia Data Analytics Job Simulation** Forage July 2025

- Analyzed business data using Python and presented insights.

**Python Programming Training** Besant Technologies January 2023

- Gained hands-on experience in Python basics, control flow, and file handling.

**PL-300: Microsoft Power BI Data Analyst** Cloudthat

July 2022

- Learned data modeling, Power Query, DAX, and dashboard creation in Power BI.

**SQL (Intermediate)** HackerRank ( [Link](#) )

July 2022

- Certified in writing SQL queries involving joins, grouping, and subqueries.

## **SKILLS**

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**Computer Language:** Python, SQL

**Soft Skill:** Creativity, Decision-making

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

**Domain & Business Skills:** Analytics

**Frameworks & Libraries:** NumPy, Pandas