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Saurabh Sharma

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## Professional Summary

Data management professional experience including database programming, statistical analysis, data management and reporting A quick learner and team player who meets deadlines and works well under pressure.

## Skills

* A result oriented professional with over all 7 years + experience as a Data Analyst with IBM Global Services and currently working with Tata Consultancy Services.
* Strong command over Microsoft Excel, Visual Basic for Application (VBA), Power BI and Power Apps, Python, SQL.
* Experience in data management, cleaning, reporting and integration using SAS Programming skills.
* Strong leadership, problem-solving, team building and project management skills.
* Accountability for quality, timeliness and efficiency for the work assigned to me.
* Ability to effectively articulate the transfer of knowledge to others in written and verbal form
* 7 years’ experience in Education/training and development computer information systems (CIS), education, ansd data analysis.

# Work Summary

**SAS Data Analyst |** 11/2017 to Current

## TATA Consultancy Services – Gurugram, Haryana

* Manipulated and updated the tables as per the specifications. Handling huge data and merge the data using format array and tables. Performed data cleaning by analyzing and eliminating duplicate and inaccurate using PROC FREQ, PROC MEAN, PROC UNIVARITE and Macro in SAS.
* Performed data analysis, statistical analysis, created listings, graphs and reports using SAS and various SAS procedures.
* Providing SAS programming and analysis support in clinical trials.
* Completed Clinical Data Management activities on assigned projects accurately and efficiently Reviewed, resolved, and documented clinical data .
* Performed validation of data sets, tables and listings created for safety and efficacy studies which includes- Adverse events, Concomitant medications, Laboratory data values and Vital signs.
* Assist others with development of training materials, support documentation, including job aids that support process/functional communication and learning
* Working with Learning and Development as Learning Supervisor with various applications SAS , Python and Microsoft Excel & VBA.
* Interacted with Risk Managers and Analysts to define targeted customer segments. Developed end to end reporting based on business requirements
* Recognized as Automation champion for NGM India in TCS.

**Data Analyst |** 12/2013 to 11/2017

## IBM Daksh Pvt Ltd – Gurugram , Haryana

* + Fetching data from Genysis to SQL servers. Produced customized data and reports for performance optimization by using VBA and Advance Excel.
  + Preparing system consistency reports and analyzing them using SAS, SQL, VBA, and POWER BI Tools.
  + Transformed the data between different platform MS using PROC IMPORT and PROC EXPORT. Prepared reports directing SAS outposts to HTML files using output delivery facility (ODS).
  + Used SQL and PROCSQL for ad-hoc report programing and creation of the ad-hoc reports
  + Preparation of daily / weekly / monthly MIS decks, presentations and reports as required Power BI
  + Worked with Learning and Development as Automation and SAS and MS Office Trainer and taught more than 3000 colleges.

# Education

* MCA in information Technology from Sikkim Manipal University, Delhi in 2012.
* BCA in information Technology from Sikkim Manipal University, Delhi in 2010.
* Matriculation from C.B.S.E. Board in the Year 2005.
* Senior Secondary from C.B.S.E. Board in the Year 2007.

# Personal Details

### Date of Birth : 11 June 1990

Passport No. : L5883804

Marital Status : Unmarried

Language Known : English, Hindi ,Punjabi