



Sufiyan Shaikh

Business Analyst

Solutions driven Business analyst with 4 years of experience in leading cross-functional teams in the documentation, development, and delivery of process innovations to driving the attainment of business goals. Seek opportunities to transform cost-effective solutions leading to more efficient business.

Work Experience -

❑ Catbus Infolabs (Blowhorn) – Mumbai (1st Jan 2018 To Present)

○ **Project 2** – Currently, working on the integration of **Online food delivery** and insuring smooth Hyperlocal SLA deliveries in Mumbai, Delhi NCR cities, Project launching by South Asia’s largest hospitality company, The Indian Hotels (**IHCL**).

- Identified geofence serviceable areas and plotting/mapping of pin code aiming to serve multiple points coverage

- API integration: Slots feature, Hotel Divisions-Hubs, Call masking, Driver ratings

- Training and User acceptance testing (UAT) before releasing the product

- Riders Roster excel to improve operational efficiency and cost saving ~25%.

○ **Project 1** – A Project on “**Contract optimization**” across all cities PAN India to add enhanced visibility to the operations, sales and company executives at **Catbus Infolabs Pvt. Ltd.**

- Examined all contract prices based on historic data and optimized using SQL and excel tools to improve overall city (2x growth) margin.

- Impact: Resulted in over ~10% margin improvement across PAN India.

▪ **Analytics & Management Task** –

- **WBR**: Presenting reports using Metabase (Sql) and Excel data to understand the weekly internal department performance metrics

- Preparing compliance metrics, Process mapping activities & SOP

- **Collections/Credit Policy**: worked on unpaid invoice analysis and collected ~1.8Cr outstanding resolving MIS data queries of our key clients.

- **Common Supply**: Resulted in 50% of user efficiency distinct operations

- **Revenue leakage analysis**: Using Sql, Excel system data did complex analysis to identify loopholes, leakages from system outflow payments and recovered ~1Cr (10% Revenue) from the stakeholders.

- Daily PnL, Growth, Operations, Internal Audits, System deviations: CAPA

❑ Trainee Engineer at Siemens Ltd. Mumbai (1st June To 31st Dec 2016)

○ A Project on “**Cycle Time Reduction Bill of Materials through SAP**” in B.Tech final Year of academic year 2016-17.

- Identified important materials used, approved by the Quality department and automated SOP process using SAP-MM.

- Resulted in saving Training cost (~1L), Time(~2Hr) and avoid Manual intervention (human errors) to generate the Bill of materials (BOM)

❑ Internship in Tata Monogi Motors, Nanded (1st May To 31st July 2014)

○ A Project on “**Testing and Evaluation of Automotive Battery**” in Diploma in Mechanical Engineering in the academic year 2013-14

- Appeared performance behaviour of lithium battery which results ~20% good efficiency and increase in 10% of life span.

Educational Qualifications -

❑ VJTI (Autonomous), Matunga, Mumbai (July 2014 To July 2017)

○ B.Tech in Production Engineering (CGPA 7.18/10)

❑ Government Polytechnic college (MSBTSE), Nanded (June - 2014)

○ Diploma in Mechanical Engineering (Pct. 73%)

Personal Data

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Key Skills

- MS Office (Word, Excel and Power Point)
- Macros & Tableau Basic
- SQL & PL LRN
- SAP- MM Module
- Data Analysis/Vis.
- Google Analytics & UAT
- MSCIT, CS Skills (TCS)

Technical Strength

- Requirement gathering
- Project management
- Tools (Jira, Notion, Asana)
- Supply chain Management
- Process Management (BPM)
- Operations & Analysis
- Logistics & Packaging
- Procurement/Dispatch
- Vendor Management

Personal Strength

- Self-motivated
- Positive attitude
- Quick learner
- Decision Making
- Data Driven
- Leadership skill
- Dedicated & Responsible

Curriculum

- Students Mobilization in VJTI college event groups
- Achieved 2nd rank in ACP sports at Govt PC Nanded
- Team leader of NCC Annual group (Ministry of Defense) at high school.

Interests

Computer, Data Design, Process Planning & Strategic Management, Social work

Languages

English, Hindi, Marathi, Urdu