

TABISH AHMAD

Business Analyst

Call: +971 502-716-343

WhatsApp: +91 700-780-8776

LinkedIn: [linkedin.com/in/tabish-ahmad-5b8122276](https://www.linkedin.com/in/tabish-ahmad-5b8122276)

E-mail: ahmadtabish970@gmail.com

Professional Summary:

Results-driven Business Analyst with hands-on experience in data collection, analysis, and reporting. Proficient in Python, SQL, Power BI, and Advanced Excel for transforming data into actionable insights and creating interactive dashboards. Skilled in advanced data analysis techniques using NumPy, Pandas, and Matplotlib. Seeking opportunities to leverage analytical skills in a Business Analyst role, with a solid background in business development within the IT staffing and financial sectors.

Soft Skills:

- Building and maintaining professional relationships.
- Market research and analysis.
- Presentation and negotiation skills.
- Understanding and addressing stakeholder concerns.
- Collaborating with cross-functional teams.
- Strong written and verbal communication.

Technical Skills:

- Data Analysis
- SQL
- Python (Hands-on experience with libraries: Pandas, NumPy, Matplotlib, Seaborn)
- Power BI
- Advanced Excel (Lookup and Reference, Statistical Functions, Logical Functions)
- Business Intelligence Tools
- MS Outlook
- MS Office

Professional Experience:

Client: Zomato (Cetpa Infotech) Remote

Role: Business Analyst

(Aug 2024)

- Extract and manipulate sales data from Zomato's database using SQL and Excel.
- Clean, preprocess and Visualize data with Power BI and Python libraries (e.g., Pandas, Matplotlib, Seaborn) and for accuracy.
- Create interactive dashboards and reports in Power BI to track key performance indicators (KPIs). Formulate and test hypotheses related to sales performance and customer behavior.

Client: Sibitalent Corp (Dallas, Texas – U.S.A.) Remote

Role: Sr. Business Development Manager

(Apr 2023 - July 2024)

- Managed the full cycle of sales, including sourcing, screening, and placing personnel quickly.
- Identified potential clients and built relationships to generate new staffing opportunities.
- Promoted staffing services to prospective vendors and created compelling proposals.
- Maintained communication with existing vendors to understand their staffing needs.
- Proactively sought new business leads through networking and online platforms.
- Pre-screening of the resources to analyse their abilities before serving them.

Client: Andromeda Sales and Distribution Pvt. Ltd. (Kanpur, U.P.)

Role: Business Development Manager

(Oct 2020 - Jan 2023)

- Conducted market research to identify potential clients and business opportunities.
- Built and maintained strong relationships with clients to ensure high satisfaction and retention.
- Educated clients on various loan products and features.
- Created and executed sales plans to meet or exceed performance targets.

Client: Allied Engineering (Jeddah, K.S.A.)

Role: Sr. Operational Manager

(July 2019 - July 2020)

- Created and managed spreadsheets to track operational performance.
- Identified and documented business needs from stakeholders.
- Recommended and implemented process improvements to enhance efficiency.
- Supported engineering teams in translating business requirements into technical solutions.

Educational Detail and Certifications:

- **Business Analyst Diploma** (SQL, Power BI, Python, Advanced Excel, Tableau, AI)
Cetpa Institute, New Delhi (2024)
 - **Spanish B2 Level Diploma**
Interactive Language Classes, New Delhi (Pursuing)
 - **Advanced Arabic C2 Level Diploma**
Interactive Language Classes, New Delhi (2024)
 - **Bachelor of Science in Physics & Math's**
Allahabad State University, Allahabad (2022)
 - **Intermediate (PCM)**
St. Xavier's High School, C.B.S.E. Board (2016)
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Languages Known:

- **English:** Fluent (American and British)
- **Hindi:** Native
- **Urdu:** Native
- **Arabic:** Intermediate
- **Spanish:** Beginner

Personal Details:

- **Father's Name:** Azmat Ali
- **Gender:** Male
- **Marital Status:** Single
- **Nationality:** Indian
- **Visa Status:** Visit Visa (Expires on 03 Dec 2024)
- **Passport No.:** P4376694
- **KSA Driving License No.:** 2472298021 (Expired on August 2024)
- I'm visiting Dubai for the first time and seeking to gain experience in this dynamic market.

Declaration:

I hereby declare that the information provided in this resume is true, accurate, and up-to-date to the best of my knowledge. I understand that any misrepresentation or omission of fact may result in disqualification from the hiring process or termination of employment.

Date:

Place:

Signature: