

**Mr Vivek Gopinadhan**

 **DATA ANALYST**

**Ph:00971501434723**

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 **CAREER ABRIDGEMENT**

***SELF INTRODUCTION***

 1.***Adaptable Data Analyst skilled in recording, interpreting and analyzing data in a fast-paced environment. Advanced proficiency in all aspects of Excel.***

***2.Experienced in preparing detailed documents and reports while managing complex internal and external data analysis responsibilities.***

***3.Organized,detail oriented individual with 14 years of experience in advanced analytical and communication skills.***

***ACADEMICS:***

* ***BACHELORS DEGREE IN MATHEMATICS***

***(University Of Calicut)***

***LANGUAGE PROFICIENCY***

* ***ENGLISH:SPOKEN AND WRITTEN***

***(CFR LEVEL-C2)***

* ***MALAYALAM/HINDI***

 ***To secure a data analyst position in an organization that will enable the use of exceptional technical and analytical skills with sincere hard work, dedication & commitment. To work towards the development of the organization & grow with it.***

 To achieve a

 **KEY SKILLS**

MICROSOFT OFFICE

**KEY SKILLS**

AD-HOC REPORTING

INTERPERSONAL ABILITY

TIME MANAGEMENT

 LEADERSHIP

PROMOTIONS

PREDICTIVE ANALYSIS

RISK MANAGEMENT

LOGISTICS

* ***1.Strong knowledge of retail maths***
* ***2.Utilizing various data systems, extracts raw data from reporting system and conducts in depth analysis .***
* ***3.Strong computer skills including expert-proficiency in Microsoft office***
* ***4.Expertise in price optimization, promotions, customer segmentation, price elasticity predictive analysis risk management and so on…***

**EMPLOYMENT CHRONICLE**

***LULU GROUP INTERNATIONAL: DATA ANALYST -2017-TILL DATE***

***IT SUPPORT-LULU GROUP INTERNATIONAL-2007-2017***

**PERSONAL**

**ANALYSIS TOOLS EXPERTISED IN**

**Office 365 proficiency**

  

 **SAP & BI**



**Computer Hardware & Networking**

 

 **Windows xp , 7 , 8 & 10**

 

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 ***Date Of Birth : 31-MARCH-19ngle***

**DATA ANALYST:LULU GROUP-JOB PROFILE**

 SALES PLANS

GROSS MARGIN ASSISTANCE

AD-HOC REPORTING

RETAIL ANALYSIS

 PRODUCT PERFORMANCE ANALYSIS

 PERFORMANCE TREND ANALYSIS

 STRATEGICAL ANALYSIS

 POINT OF SALES ANALYSIS

* ***Responsible for reporting and analysis of all retail business***
* ***Developed various tools and reporting packages to better analyse our business within the mass channel, working cross functionally with multiple departments on compliance, line review and inventory***
* ***Monitoring customer forecasts and inventory using specific self developed indicators to catch potential inventory issues before they arise***
* ***Leveraged data from multiple systems for standard and ad-hoc reporting***
* ***Analyse and distribute the reports to company hierarchy in monitoring performance***
* ***Identify and communicate data discrepancies or accuracy issues to management***
* ***Prepare seasonal strategy presentations, to senior management teams, including: sales Plans, Account Histories, Financial Bridge Etc***
* ***Work closely with sales and responsible in retail merchandise planning, inventory management and product performance analysis.***
* ***Provide ad-hoc analysis and reporting for management as requested***
* ***Develop and implement standards reporting packages for sales retail management***
* ***Prepare seasonal strategy presentations to senior management teams***
* ***Participate in meeting and appointments both in the business review and actual sales ,making recommendations based of sales performances***
* ***Assist the regional director in gathering of sales budgets in collaboration with the sales team of the organization***
* ***Assist the regional director to project monthly, quarterly gross margin assistance***
* ***Improve retail sales by identifying opportunities and developing solutions with the retail analytics process***

**IT SUPPORT- LULU GROUP**

* ***Setting up new users’ accounts and profiles and dealing with password issues.***
* ***Prioritizing and managing maintenance services.***
* ***To create team spirit among team members.***
* ***Following diagrams and written instructions to repair a fault or set up a system.***
* ***Schedule day-to-day activities for effective IT Support to the business.***
* ***Talking staff/clients through a series of actions, either face to face or over the telephone.***
* ***Troubleshooting system and network problems and diagnosing and solving hardware/software faults.***
* ***Replacing parts as required.***
* ***Providing support, including procedural documentation.***
* ***Supporting the roll-out of new applications.***
* ***Responding within agreed time limits to call-outs.***
* ***Working continuously on a task until completion (or referral to third parties, if appropriate).***
* ***User level support for Inventory Transaction and procedures***
* ***Help to sought out the inventory issues (daily delivery reports, stock/article variation etc.***
* ***Tracking of physical and system stock.***
* ***Generating reports.***
* ***Ensuring Updating of Databases***
* ***Entering GRNs and GRVs***
* ***Creating STO***
* ***Resolve IT-related issues and provide answers in a timely manner***
* ***Guiding the hand held operations and its usage***

**DECLARATION**

***I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars***

***VIVEK GOPINATH***