

PRAGYA TRIPATHI

Seeking a career-oriented entry level position in the field of Business Analyst, Presale Analyst, Research Analyst as a steppingstone for my ongoing professional and technical growth, where I can utilize skills like Power BI, MS Excel to provide an effective output and will emerge an asset to the company

EXPERIENCE

Presale Analyst (Executive) Damco Solution Pvt Ltd. (Sep 2022 – Sept 2023)

- Collaborated with technical teams for project execution, ensuring alignment with client expectations and project objectives
- Capturing and analysing clients' **business requirements** and processes through document analysis
- Mapping the solution and preparing pre-sales business documents like **proposal, SOW, scope, estimate sheet, presentations, case studies, etc.**
- Communicate requirement to the **technical teams for estimates and coordinating with the development team**
- Function as a liaison to sales and development team
- Checking fitment and improving resumes of candidates for resource-based leads
- Worked on understanding **requirements, scoping, communicating features to delivery/technology teams**
- Worked with **cross functional teams including designers and developers for POC development**
- Monitored shared **mailboxes** for respective teams to manage upcoming and ongoing activities
- Managed file upload to the **repository** tasks associated with **SharePoint and portal**
- Engaged with diverse leads to gather **client requirements, ensuring clarity by asking pertinent questions and facilitating effective communication between clients and developers**
- Facilitate Requirement Gathering sessions with techniques like **interviews, workshops, and surveys, questionnaires, brainstorming sessions, and focus group discussions.**

SKILLS

Strategic Planning, Process Improvement, Team Leadership, Project Management, Budgeting and Cost Control, Communication, Presentation, Problem-Solving, Ability to work under pressure, Ability to Develop Strong Relationship, **Email Writing, Proposal Writing**, Requirement gathering, **Ability to work in a fast-paced, Keen attention to detail**, Excellent communication and interpersonal skills, **Ability to work under pressure, Created, modified, and track calendar invites and scheduling, Worked on tight deadlines and agreed SLAs, Quick learner with a proactive approach to acquiring new skills and Knowledge, Detail-oriented with a focus on accuracy**

PROJECTS

Project 1: Power Dashboard using Global Super Market Data Set

- Technologies Used: Power BI, EXCEL

Project 2: Facial Recognition Using Convolutional neural network (CNN)

- Technologies: Python, CNN

Role: Documentation work

ADDITIONAL ACTIVITIE

- Python and Data Visualization BOOTCAMP with Shape AI (7 Days)
- Image processing using MATLAB (5 days, workshop)
- Artificial intelligence and machine learning (Ensino research and development private limited, workshop)
- Throw ball competition -1st Prize
- Slow cycle race -1st Prize

Personal Info

6387117003



pragyathipathi24@gmail.com



Sector 40, Gurgaon.



[linkedin.com/in/pragya-tripathi-5671a5205](https://www.linkedin.com/in/pragya-tripathi-5671a5205)

SKILLS

MS Excel (VLOOKUP, XLOOKUP, Pivot), **MS Word, MS PowerPoint, Power BI**, Artificial Intelligence (Basic), SQL(Basic), Python(Basic), **Outlook, MS Teams**

EDUCATION

MBA (A.I) | 2022

Graphic Era Deemed University
CGPA: **8.6**

B.Com | 2020

Mahatma Jyotiba Phule Rohilkhand university

12th | 2016

Malti Janta Janardan Inter Collage Sultanpur Mau (U.P BOARD)

10th | 2014

Dr. Virendra Swarup Education Centre (CBSE)

CERTIFICATIONS

Data Science by Port Learn
Pursuing Microsoft Data Analyst Course