

# Shekhar Singh

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🌐: <https://www.shekharanalyst.com>

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## Highlights of Qualifications:

- Demonstrated expertise in data analysis and management, including proficiency in a range of software applications such as Power BI, Microsoft Excel, MySQL, Python, and SAP.
- Strong problem-solving and critical reasoning skills, with experience working in a fast-paced environment as a Business Analyst or Data Analyst.
- Excellent communication skills, including the ability to work collaboratively with cross-functional teams and communicate complex data insights to stakeholders.
- Proven ability to work independently and take initiative in ambiguous situations, as well as work under pressure with appropriate urgency.
- Results-oriented with a continuous improvement mindset, focusing on driving business outcomes and improving processes.
- Strong analytical thinking skills, with attention to detail and the ability to analyze complex data sets to identify insights and opportunities for improvement.
- Good knowledge of financial and market analysis to improve product sales, including experience analyzing financial data and market trends to inform strategic decision-making.

## Experience:

### Reporting Analyst – Data Team, Ensemble Travel Group

January 2023 – Present

Toronto, Canada

- Designed and implemented data migration plans to support system upgrades and enhancements.
- Developed stored procedures, complex SQL queries, scripts, and other database programming to facilitate data integration and migration activities.
- Collaborated with cross-functional teams to identify process improvements for database performance, reliability, and stability.
- Participated in all stages of the Software Development Life Cycle, including requirements gathering, design, maintenance, enhancement, coding, and administration of SQL servers.
- Created complex graphs and charts with drill-down functionality in ZOHO Reporting Tool, accessing SQL databases to provide comprehensive and actionable insights.
- Prepared and delivered reports, recommendations, and alternatives for improving processes in reporting systems across the organization.
- Researched, reviewed, and analyzed the effectiveness and efficiency of existing report procedures and developed strategies for enhancing or further leveraging these processes.

### Data Analyst – Supply Chain, Delota Corp.

December 2021 – December 2022

Toronto, Canada

- Developed KPI tracking, Demand planning, Sales analysis and Monthly performance report using Power BI.
- Ensured healthy store inventory levels and forecasts, reflecting proper seasonality /promotions.
- Suggested improvements to cut costs and improve supply chain process, incorporating asset utilization, performance measurement and outsourcing approaches.
- Regular communication with vendors to ensure product flow, negotiating contracts to ensure profitability.
- Assisted to create forecasts, flows, targets, and the link connecting the dots between our Transport, Distribution Centers, Replenishment and Store Operations teams
- Identified trends in the market to launch new products across all the regions, successfully increasing the sales of new products by 25%.
- Worked closely with department heads (Sales, Marketing, Operations, Finance) within the agency in building out workflows and reports.

- Designed and implemented reports to provide stakeholders insights to the business to make effective decisions.

### **Inventory Analyst, Uniqlo Canada**

October 2021 – December 2021

Toronto, Canada

- Retrieved and analyzed data using Excel, SQL, Access, and other data management systems.
- Monitored existent metrics, analyzed data, and partnered with internal teams to identify process and system improvement opportunities.
- Supported E-Commerce platform across all Canada to ensure product flow.
- Ensured the appropriate distribution of inventory across stores based on sales and inventory availability.
- Identified and consolidated stock to ensure all products are sold out in a timely manner.
- Worked with merchandising planning team to determine any price amendments to minimize carried over inventory.
- Supported cross-functional teams on the day-to-day execution of the existent program implementation.
- Drove small to medium operational enhancement projects.
- Researched and implementing cost reduction opportunities and procedures to drive innovation across the department.

### **Ocean Import Operations Specialist, DHL Global Forwarding**

April 2019 – October 2021

Mississauga, Canada

- Co-ordinated shipment routings with clients, agents, and DHL offices.
- Accepted all purchasing orders while working closely with DHL customers and 3PL partners to plan their inventory levels.
- Proactively informed customer on shipment status, exceptions and provides intermediate updates on incident solution.
- Performed booking and booking optimization according to internal guidelines as defined by Product Team
- Prepared, controlled, and distributes all required Import documents to counterparts (carrier, consignee, supplier, etc.) complying with regulations and internal procedures.
- Followed-up shipment status in the Import area, identifies incidents and ensures resolution of incidents
- Provided import custom clearance documents to customs team for efficient clearance of the shipment.
- Supported Customer Service in the incident and exception management resolution.
- Maintained excellent relationships with suppliers while providing daily reports to the suppliers.
- Managed shipments' profitability and bill customers and/or DHL offices accordingly.

### **Education:**

#### **International Business Intelligence Postgraduate Certificate**

2018 – 2019

George Brown College – Toronto, Canada

Relevant Coursework: International Sales / Freight Forwarding / Customs / Supply Chain

#### **Strategic Management Postgraduate Certificate**

2017 – 2018

Centennial College – Toronto, Canada

Relevant Coursework: Operations Management / Marketing / Financial Management

### **Project Work:**

#### **CargoWise Certified Specialist**

May 2019

Developed personal cryptocurrency investment portfolio based on personal investment data. Source taken directly from live websites such as cryptomarketcap.com. This project includes several measures created by using DAX formulas such as "Calculate", "ALL", "Selectedvalue". [Click here to see the dashboard](#)

## **Volunteer Experience:**

### **Habitat ReStore Scarborough**

March 2018

Volunteering – Toronto, CA

- Volunteered for a non-profit housing organization, helping and greeting customers.
- Observing non-verbal cues of customers and engaging with them to increase sales.
- Promoted various housing products and managed stock room, maintaining the inventory and receiving new stock.
- Improved persuasive skills through effective communication with staff and customers.