RAJ SINGH



ACADEMIC PROFILE			
PGDM – Business Analytics	6.4 CGPA	Jagdish Sheth School of Management (JAGSoM), Bengaluru	2025
B.COM. (HONS.)	65.64 %	Sri Aurobindo College (Delhi University), New Delhi	2021
Class XII (CBSE)	83.40 %	Shishu Kalyan High School, Nawada	2018
Class X (CBSE)	95.00 %	Shishu Kalyan High School, Nawada	2016

AREAS OF STUDY

Business Requirements Analysis, Data Visualization, Project Management, Database Management System, Business Forecasting, Big Data & Cloud Computing, Unstructured Data Analytics, Data Pre-processing

WORK EXPERIENCE(S) 8 Months

V5 Global Services Pvt. Ltd., Gurugram

Transaction Processing Associate

December 2021 - July 2022

- Managed and executed procurement of goods and services using SAP (Systems, Application, and Products).
- Coordinated with various departments to facilitate timely approvals and payments.
- Leveraged attention to detail and problem-solving skills to enhance the efficiency of the invoice processing workflow in the P2P cycle.
- Verify and process vendor invoice.
- Match invoice to purchase orders and receiving documents.
- Ensure that invoices are coded correctly and entered into the accounting system.

ACADEMIC PROJECT(S)

Tableau Dashboard for Career Path Guidance

- Dynamic Dashboard for Career Opportunities: Developed a Tableau dashboard to guide high school students in identifying career paths based on their scores across different competencies.
- Data Analysis: Analyzed individual student data to provide personalized career recommendations, enhancing decision-making and future planning.
- User-Centered Design: Focused on usability and interactivity to ensure the dashboard catered to students' varying needs and preferences.

Wi-Fi Connectivity Enhancement in Hostel

- Collaborated with stakeholders to develop a Business Requirements Document (BRD) and Business Planning and Monitoring Document to address Wi-Fi connectivity issues in hostel black/grey areas.
- Conducted business analysis to identify pain points, define scope, and recommend connectivity improvements.
- Proposed optimal router placement using root cause analysis and performance enhancement strategies for reliable Wi-Fi coverage.

CERTIFICATIONS

- 11			
	Fundamentals of Business Analysis	Starweaver (Coursera)	2024
	SQL for Data Science	University of California, Davis (Coursera)	2024
	Creating Dashboards and Storytelling with Tableau	University of California, Davis (Coursera)	2024
	Excel Skills for Business: Advanced	Macquarie University (Coursera)	2023

POSITIONS OF RESPONSIBILITY

Committee Coordinator – Analytics Committee

2023 - 2025

JAGSoM, Bengaluru

- Connection & networking with alumni.
- Planning and conduction of guest lectures.
- Placement preparation session with alumni for Business Analytics career track.
- Created a newsletter for publication on Analytics Committee LinkedIn Page, focusing on the applications of AI in finance to raise awareness about data analytics and AI usage.

ACCOMPLISHMENTS

Competitions and **Activities**

- Played Kabaddi at College level, 2019 (Delhi University), also Organize & Played kabaddi at School level and Wonthe tournament, 2018.
- Won Dahi Handi Competition at School organized during Krishna Janmashtami celebration, 2017.

SKILLS

• SQL, Python, Excel, Data Visualization (Tableau), Business Analysis Techniques (BABOK)

JAGSoM Placement Season 2023-2025