

MAYANK SOLANKI

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Education

Poornima College Of Engineering, Jaipur

2020 - 2024

- Branch - IT | CGPA: 7.5

Deepak Vidhya Mandir, Kota

2019 - 2020

- RBSE (Class XII), Percentage: 72

Modi Public School, Kota

2017 - 2018

- CBSE (Class X), Percentage: 59

Skills

Data Analysis | Business Analysis | Lead Generation | Client Acquisition | Client Handling | Requirement Gathering | Agile Methodologies | Jira | Azure Boards | Bidding | BRD | FRD | Sales Navigator | Wireframing | Proposal Drafting | User Stories | Project Planning | Canva | Figma | Apollo.io | Data Cleaning | Dashboard Design | Excel | Power BI |

Work Experience

Exackt Techfleeters Pvt. Ltd | Business Analyst

Aug'24 – Present

- Successfully delivered 1 project and currently managing 1 ongoing project with full ownership of both pre-sales and post-sales processes, demonstrating end-to-end project delivery capabilities.
- Led and managed bidding campaigns across Upwork, Freelancer, Truelancer, and other freelance platforms, generating quality leads and consistently converting them into long-term client engagements.
- Utilized LinkedIn Sales Navigator and executed email marketing strategies to reach out to potential clients, enhancing lead generation and business development efforts.
- Acted as a Project Manager and Post-Sales Business Analyst, coordinating with team including designers and developers to ensure seamless project execution.
- Collaborated closely with UI/UX designers to create wireframes and interactive prototypes using Figma, Canva, ensuring user-centric and visually aligned design solutions.
- Conducted requirement elicitation sessions with clients and stakeholders, translating business needs into detailed and actionable Business Requirement Documents (BRDs) and Functional Requirement Documents (FRDs).
- Orchestrated daily Scrum meetings and weekly sprint planning sessions, applying Agile methodologies to manage task assignments, track progress, and adapt to evolving client requirements.
- Ensured 100% client satisfaction by delivering projects within scope, on time, and with high quality, maintaining continuous communication and transparency throughout the project lifecycle.

Nine Hertz India Pvt. Ltd | Data Science Intern

Aug'23 - Nov'23

- Database design and upkeep, data collection, data filtering and cleaning, pattern recognition, statistical interpretation, departmental collaboration, report creation, analysis process documentation, and presentation of the results.
- Engaged in rigorous self-directed learning to master data analytics tools and languages, including SQL, Excel, and Python; completed over 50 hours of online coursework focused on real-world applications.
- I devoted a lot of time as an analyst to creating and managing reports for clients as well as for internal use.

Projects

Refinery Management System

Feb'24

- Spearheaded the development of a comprehensive Refinery Management System aimed at tracking daily stakeholder accounts, customer ledgers, total stock movements, and profit & loss reports, significantly improving operational visibility and financial oversight.
- Served as both Business Analyst and Project Manager, managing the entire project lifecycle from requirement gathering to client delivery, ensuring 100% client satisfaction and on-time completion within 2 months.
- Led structured client discovery sessions and translated requirements into detailed BRD and FRD documents, aligning system features with business goals and user needs.

- Enabled daily account tracking, automated stock and inventory, and integrated real-time P&L monitoring, which enhanced reporting accuracy and decision-making across departments.
- Facilitated Agile-based development with weekly sprint reviews, daily stand-ups, and stakeholder demos; ensured team coordination and client communication to maintain transparency and agility.

Super Store Sales Dashboard With Forecasting

Aug'23

- Developed an interactive sales dashboard that enabled real-time tracking and analysis of online sales data, enhancing decision-making speed by 30% for key stakeholders in monthly strategy meetings.
- Developed comprehensive analytical models leveraging sophisticated filter options in Excel worksheets; findings led to actionable insights addressing three major causes of revenue declines over two consecutive quarters.
- Used Different Types Of Customized Visualization(Bar chart, Donut chart, Clustered chart, Line chart, Map , slicers, etc.)

Line Following Robot Car

Jul'22

- Robots Like This Are Mainly Used In Industrial Plants Comprising Of Pick And Place Facility.
- This Robot Carries Components From Desired Source To Destination By Following Fixed Path.
- Arduino UNO Constantly Monitors The Data From Both The Sensors And Aligns The Robot As Per The Line Identified By Them.

Training And Certification

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| • Exackt Techfleeters Pvt. Ltd Business Analyst | Aug'24 – Present |
| • Nine Hertz India Pvt. Ltd Data Science Intern | Aug'23 – Oct'23 |
| • Samyak IT Solution Programming in Python | July'22 – Aug'22 |
| • Jobaaj.com Data Visualization using Power BI | Feb'22 – Feb'22 |

Hobbies

- Cooking
- Cinematography
- Video Editing
- Sketching