

BALAJI G P

Asst Manager

Analytical Business/Data Analyst with ~3 years of experience in MIS reporting, financial data analysis, and Python-based automation. Skilled in data consolidation, reconciliation, and building automated reporting systems to improve efficiency and accuracy.



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WORK EXPERIENCE

Asst Manager

Dr Agarwal's Eye Hospital

11/2023 - Present

Chennai

Automated billing, reporting, and reconciliation using **Python, Excel, and AI tools**, enhancing efficiency and data integrity

Achievements/Tasks

- MIS (Receivables Team)

Contact : PRABHU P - 9444449689

Consultant

Dr Agarwal's Eye Hospital

09/2022 - 11/2023

Chennai

Managed reconciliation and data validation - Supported MIS reporting using MS Excel

Achievements/Tasks

- Reconciliation (Receivables Team)

Contact : PRABHU P - 9444449689

Business Analyst

Monexo fintech pvt Ltd

06/2022 - Present

Chennai

Conducted **business analysis and product quality validation**

Achievements/Tasks

- Data Analyst, Project Management

EDUCATION

Post Graduation

University of Madras

11/2020 - 06/2022

Chennai, 7.70CGPA

Courses

- MBA (OPERATIONS AND FINANCE)

Under Graduation

St. Joseph's college of engineering

07/2016 - 04/2020

Shollinganallur, Chennai, 8.11CGPA

Courses

- Mechanical Engineering

HSLC

Zion matric hr sec school

06/2014 - 05/2016

Tambaram, Tamil nadu, 91 percentage

SSLC

St. Joseph's hr sec school

06/2013 - 05/2014

Chengalpet, tamil nadu, 95.8 percentage

SKILLS

MS Excel

Financial reconciliation

MS Office

Automation AI

Power BI (Beginner)

Python (Chat Gpt)

Chatgpt (AI Tools)

PERSONAL PROJECTS

Automation in MIS (04/2025 - Present)

- Developed automation solutions for MIS reporting and reconciliation

Study and maintainance of MIS and New Project Developments (01/2022 - 05/2022)

- Research and conclusion of Waterfall model and Agile Model

Analysis of fatigue in workers using ergonomic principles (07/2019 - 03/2020)

- Application of 6S in industries, Motion study, Time study (Method study), Lean ergonomics

LANGUAGES

English

Full Professional Proficiency

Tamil

Native or Bilingual Proficiency

French

Elementary Proficiency

INTERESTS

MIS

Financial analysis

Data analysis

Business analysis

Movies

Books