



Vinay Singh

MS EXCEL & ACCESS EXPERT

Vinay.Singh@actiknow.com

Professional Summary:

He has more than 8 years of experience in Process Automation/Optimization, Data Analysis & MIS Reporting, Robotic Process Automation (RPA), Project Architecture & Planning, Quality Control, After Sale Support, Team Management, Training and Handling Clients/Company Accounts.

Good Understanding in:

- Understanding client's business need and doing technical scope analysis.
- Developing new Automated Solutions, Restructuring/Streamlining existing business process.
- Data analysis, reporting, dashboard designing, Quality control
- Project proposal writing, project architecture designing, project management, team management.

Education and Skillset

Educational Qualifications

- Bachelor of Technology (Computer Science) from IIMT College of Engineering

Technologies:

- Excel
- VBA
- Access
- SQL Server
- MySQL
- SAS
- RPA
- Tableau
- QlikView
- Web Scripting
- Google Sheets

Projects Experience

- **Store Specific Order Generator:** An automated tool has various selection options. Such as, promotion type, time interval, stock availability, shipment size (min/max size per item/per store/per combination shipment size/ packaging round option, store performance, forecasting method, available distribution method etc. Based on these selections the tool performs various calculation which involves very dynamic and conditional formula, Dynamic and optimized Macro.
- **Project Job costing Template:** Automated tool developed using advance excel-VBA and SQL. Client has multiple contracts. One contract is made up of several projects. Contract wise information was saved in their ACPAC system. Tool helps client to: 1. Review project wise material and labor cost information in a systematic manner, 2. Create new contract, 3. Make changes in existing contract. Tool connects with clients SQL database to fetch Specific information and arrange it in a very organized manner so that field manager can review and make correction. Corrected information could be again translated back to the database format in csv files. And uploaded into database.
- **Quotation Tool:** Client is in selling customized vans. Before making a booking, their client wants to review several customization options with their prices. For a sales rep it very difficult to quickly get exact cost of customized Van. After filling the customization form, toll generates connection with company database for fetching product wise latest cost and with the help of predefined logic macro code give an exact cost of van by summarizing direct item cost and assembled item cost. Tool also has feature to generate cost breakup of assembled items on click of particulate item.
- **Employee Remuneration and Appraisal Tracker:** This is an Access database application with help of Access VBA and Access objects. This application is used for managing employee's annual appraisal, short term incentive/discretionary bonus system and remuneration tracking. This was built for one of the largest manufacturers and distributor of aluminum profiles in Australia.
- **Sales Tracking, Performance management and Bonus allocation tool:** Initially this was made as an excel application connected with MS SQL database hosted on cloud server. Now mowing the same application with extended functionality into web application. This is hues application which solves companies almost all the analytical needs. Some important features are: user management, sales data storage, sales analysis at various parameters, bonus distribution management (sales bonus and project bonus), producing automated reports and emails. Application can be accessed through a secure login. Based on user's position in hierarchy they can access application features.