

## Mohammed Ali J

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### PROFESSIONAL SUMMARY

Microsoft Certified Data Analyst (PL-300, AZ-900) with proven expertise in transforming complex data into actionable insights and strategic business solutions. Proficient in Power BI, Excel, and executive presentations, driving KPI frameworks, dynamic dashboards, and automated reporting. Recently relocated to Zurich with a valid Swiss B Permit, actively seeking English-speaking Business Intelligence and Analytics roles to enable data-driven leadership decisions.

### SKILLS & TOOLS

- **Technical:** Power BI (DAX, KPI tracking, Automated Reporting), Microsoft Excel (Advanced Formulas, PivotTables, Power Query), Microsoft PowerPoint (Executive Presentations, Data Storytelling), SQL.
- **Core Competencies:** Data Analysis & Reporting, KPI Development, Business Operations Reporting, Data Storytelling & Executive Communication, Stakeholder Collaboration, Time Management, Business Intelligence.
- **Languages:** English (Fluent), German — A1 (Beginner; currently studying).

### PROFESSIONAL EXPERIENCE

#### Manager, Operations | Brillio (IT Consulting & Digital Transformation) | Bangalore, India *Mar 2023 – May 2025*

- Built interactive Power BI dashboards that unified invoicing, SLA, and operational KPIs, cutting manual reporting time by 60 % and enabling real-time executive decisions.
- Automated Excel consolidation workflows (advanced formulas, PivotTables, Power Query) to shorten monthly close cycles by 40 % and minimize human error.
- Integrated Power BI with Power Automate to monitor SLA compliance for 100 + engineers' Jira tickets, improving on-time resolution by 15 %.
- Leveraged advanced data analysis tools and techniques (DAX, SQL, Power Query) while instituting multi-step data-quality checks—demonstrating a high attention to detail that kept error rates below 0.5 %.
- Oversaw the full invoice-processing lifecycle—rigorously validating Jira work-log data, submitting it to the client for review, and, once approved, partnering with Finance to raise and lodge invoices in the client's billing platform. Applied strict data normalization and standardization rules, exploited advanced data-analysis tools and techniques, and exercised a high attention to detail that preserved data accuracy and delivered a 99 %+ first-pass approval rate.
- Delivered monthly leadership presentations via PowerPoint, summarizing performance metrics for strategic discussions.

#### Manager, Delivery Strategy, Planning & Operations | Movate (CSS Corp) | Bangalore, India

*Aug 2017 – Mar 2023*

- Produced weekly and monthly performance packs uniting financial, utilisation and SLA data, giving senior leadership a single view of business-unit productivity and margin trajectory.
- Built and standardised 10 + Power BI / Excel KPI dashboards, trimming manual reporting effort by 40 % while boosting data accuracy and audit readiness.
- Partnered with delivery leads to safeguard contract-revenue realisation and consolidated manpower plans, providing real-time insight into bench strength, talent-acquisition throughput and resource allocation.
- Authored and presented executive-ready decks for quarterly business reviews and company-wide events, translating complex analytics into branded, decision-driving visuals for C-suite stakeholders.

#### Senior Presentation Specialist | JP Morgan (Financial Services) | Bangalore, India *Sep 2011 – Aug 2017*

- Designed and delivered high-quality, client-branded presentations and business documents, ensuring corporate-standards compliance, consistency, and meticulous proofreading for clarity and accuracy.

#### Document Specialist | Williams Lea (BPO) | Chennai, India | *Apr 2008 – Sep 2011*

#### Process Expert | Siemens Technology (Digital) | Chennai, India | *Jun 2006 – Apr 2008*

### CERTIFICATIONS

- Microsoft Certified: Power BI Data Analyst Associate (PL-300) and Microsoft Certified: Azure Fundamentals (AZ-900).

### EDUCATION

**Bachelor of Commerce** | Annamalai University | Chennai, India | 2002