

ALOK KAHALKAR

Business Analyst – Tableau, Data Management & Data Quality

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PROFESSIONAL SUMMARY

Analytical and results-driven **Business Analyst** with 4+ years of cross-functional experience leading data management, data quality assurance, and automated reporting initiatives. Accomplished in bridging business stakeholder requirements with technology teams to design, develop, and deploy interactive **Tableau dashboards** and robust MIS architectures. Proven track record in establishing data quality controls, data mapping, and validation frameworks that improved SLA compliance from 85% to 95% and reduced reporting turnaround times by 35%. Certified in AI Frameworks and advanced analytics, leveraging AI-assisted workflows alongside rigorous data governance to ensure data integrity and drive business decision-making.

CORE COMPETENCIES & EXPERTISE

Requirements & BRD:	Requirements Gathering, BRD & Functional Specs (FRD), Process Flow Mapping, UAT Testing, Traceability Matrix
Data Visualization:	Tableau Dashboard Development, Data Storytelling, KPI & Executive Reporting, Power BI
Data Quality & Governance:	Data Quality Frameworks, DQ Rules & Controls, Data Mapping, Validation, Remediation & SLA Monitoring
Technical & Analytics:	SQL Queries, Data Wrangling, Master Data Management (MDM), AI Output Validation & AI Fluency Frameworks

PROFESSIONAL EXPERIENCE

Business Analyst / Operations & Data Analyst Kloc Technologies	May 2022 – Jan 2026 <i>Bengaluru, Karnataka</i>
Business Requirements & Stakeholder Management: Gathered, analyzed, and documented core business requirements across 20+ domestic and international client accounts, producing Business Requirement Documents (BRD), functional specs, and process flows. Tableau & Reporting Solutions: Designed, developed, and maintained interactive Tableau and Power BI dashboards to track operational KPIs, delivering actionable visual insights for senior leadership and reducing turnaround time by 25%. Data Quality Frameworks & Controls: Defined and enforced standardized data quality rules, validation checks, and automated monitoring controls across multi-channel product catalogs, elevating overall data accuracy and integrity. Data Mapping & Remediation: Led end-to-end data mapping, validation, and remediation workflows for extensive e-commerce datasets, successfully elevating SLA compliance from 85% to 95%. Cross-Functional Collaboration & UAT: Partnered closely with technology, fulfillment, and business teams to facilitate User Acceptance Testing (UAT), requirement traceability, and operational issue resolution. Workflow Automation & AI Governance: Automated recurring reporting workflows using GenAI and BI tooling, reducing manual reporting effort by 30%–35% while establishing stringent validation protocols to govern AI-generated outputs against source data.	
Operations Associate – Inventory & Data Management Amazon – TCI	Jul 2020 – Dec 2020 <i>Nagpur, Maharashtra</i>
Data Validation & Auditing: Executed daily inventory data validation, tracking high-volume unit records across warehouse management systems with 100% adherence to Standard Operating Procedures (SOPs). Root-Cause Analysis & Quality Remediation: Investigated operational data discrepancies, performing root-cause analysis in collaboration with cross-functional teams to eliminate recurring data logging errors. Executive Reporting & Dashboards: Generated daily and weekly shift reports for leadership, ensuring high data completeness, accuracy, and operational transparency.	

KEY PROJECTS

E-Commerce Enterprise Data Migration & Governance Independent / Freelance Project	Feb 2026 <i>Remote (US Client)</i>
• Migration Planning & Requirements: Formulated end-to-end data migration requirements, mapping rules, and validation protocols for moving business-critical enterprise data from WordPress to Shopify. • Data Quality & Integrity: Migrated 500+ GB of sensitive business data, including thousands of product, customer, and transaction records, achieving 100% data integrity with zero data loss. • Testing & Custom Solutions: Executed thorough data auditing and validation checks using script customizations and AI coding tools to accelerate deployment while adhering to strict governance standards.	
Predictive Analytics & Data Modeling (Ride Fare Prediction)	Oct 2024 – Dec 2024
• Data Analysis & Modeling: Conducted Exploratory Data Analysis (EDA) and feature engineering in Python on real-world datasets, building regression models to forecast fare structures and optimize operational pricing strategy.	

EDUCATION & CERTIFICATIONS

Bachelor of Business Administration (BBA) Radha Mahavidyalaya Nagpur, Maharashtra	Graduated: Feb 2023 <i>CGPA: 8.63 / 10</i>
Professional Certifications: • Certificate of Completion: AI Fluency Framework & Foundations – Anthropic • Business Analysis & Process Management – Coursera • Graduate Certificate Program in Data Science – UpGrad • SQL (Intermediate) – HackerRank • ChatGPT for Data Analytics – Maven Analytics • Six Sigma White Belt Certification – Educate 360	

TECHNICAL SKILLS & TOOLING

BI & Visualization: Tableau, Tableau Server, Power BI, Dashboard Design	Analytics & Tools: Advanced Excel, Python (Basic), Master Data (MDM)
Data Management: SQL, MySQL, Data Mapping, Data Quality Frameworks	AI & Governance: AI Output Governance, Power BI Copilot, Claude, ChatGPT
Requirements & BA: BRD, FRD, Process Flow, UAT, Traceability, Agile/Scrum	Enterprise Systems: Shopify, Salesforce, ServiceNow, Asana, Jira