

# Syed Muhammad Ahsan

Data Analyst & Reporting

Central Region-Business Distribution Operations

Marketing-Sales-Financial-Performance-Monitoring-Risk-Research-Intelligence-Planning-Strategies-Specialist-Executive

Strategic and result-driven data analyst with 13+ years of experience in business operations, client relations, Gathering requirements, account management, new business development, equipped with excellent leadership skills communication skills, work ethics and possesses outstanding academic credentials in business administration, marketing-brand-sales management and analytical tolls to find out solutions for industries like Startups, Medical/Healthcare/Insurance, Marketing Agencies/Communications, Tech/Software hub Finance, Sales, Business Consulting and Global.



## JOB EXPERIENCE

### Data Analyst: K-electric supply corporation Pakistan

Data analyst and financial reporting of business operations in department of Integrated Business Centre KIMZ Identifies strategic goals by gathering pertinent business, financial, service, and operations information. Report preparation with data extraction and data validation using management tools Experience promoting and selling products and services Demonstrates experience providing management report using key metrics such as charts, graphs and presentations Accomplishes organization goals by accepting ownership for accomplishing new and different requests and exploring opportunities to add value to job accomplishments Aids in developing, coordinating, and enforcing systems, policies, procedures, and productivity standards. Monitors departmental performance, identifying and facilitating opportunities to increase productivity and efficiency Planning, direction, and coordinate to implement programs and projects. Collaborates with managers to analyze costs, benefits, and losses of company profits.

### Senior Data Entry Officer: K-electric supply corporation Pakistan

Managed data entry on time and complete of billing cycle days of approx. 96,000 consumers Developed and manage complete reporting structured of customer accounts department Prepare and analysis of monthly reports of IBC KIMZ to higher management Manipulate data and reporting through SAP-ISU module-(B&I), (BW) BEx and Oracle Based Online Software (EXE) Provide technical and consulting leadership in applications and data process technology Support ordinates by variety of methods, and provides technical expertise by verbal or written means Daily/Weekly/Monthly reports with respect to CA, unit sales and billed update Manages data base, controls data base structure, analyses, monitoring, risk assessment Maintains backup data and Checks the data for errors with departments coordination for verification of data

### Administrative Assistant: KPMG Pakistan

Prepare and manage correspondence, reports and documents Organize and coordinate meetings, implement and maintain office systems Maintain schedules and calendars arrange and confirm appointments Handle incoming mail and other material Set up and maintain filing systems, work procedures and maintain data bases



## EDUCATION

**ILMA University formerly IBT:** Master of Business Administration  
Marketing Management, Brand Management, Change Management, Strategic Management

**University of Karachi:** Bachelor of Commerce  
Accounting, Economics, Banking and Finance, Principles of Management, Business Communication

**Intermediate Board of Karachi:** Intermediate of Commerce



## Skills

SAP-ISU ERP (Utility)  
SAP-ISU ERP-BI module effective tools end user  
SAP BW applications  
SAP CRM-CSR customer services  
SAP BEx web applications/Analyzer  
SAP Master Data Management  
QlikView-Power Interactive Analytics & Dashboards  
Oracle Based Online Software (EXE)  
Microsoft Office applications  
English Language and Computer Skills from CPLC (Citizens Police Liaison Committee).  
ADIT (Advance Diploma of Information Technology).  
Problem and logical solving  
Critical and analytical thinking  
Team and collaborate leadership  
Risk-Monitoring management  
Requirements gathering and analysis  
Analyze business requirements communication and curiosity  
Business writing and product models  
Positive Attitude and team management  
Strategic and business planning  
Time and stress management

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