

GAURAV TAWRI

Business & Data Analyst | Automation Consultant

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PROFESSIONAL SUMMARY

Automation and workflow specialist with 2+ years of experience streamlining manual processes using tools like Zapier, Power Automate, and custom-built platforms. Adept at building intuitive, explainable automation systems with Python and JavaScript. Currently developing a zero-setup, visual automation platform with AI-powered workflow coaching. Skilled in bridging technical development and business needs to drive operational efficiency through process optimization and digital transformation.

WORK EXPERIENCE

Freelance E-Commerce Automation Developer

Independent Client | July 2025

End-to-End Website Development: Built a full-featured e-commerce site using HTML, CSS, JavaScript, and Python tailored to client needs.
Backend Automation & API Integration: Implemented Google Sheets API for dynamic invoicing, automated inventory, and customer notifications.
Process Simplification: Designed backend logic that eliminated manual order processing, ensuring operational autonomy for the client.
Client-Centric Delivery: Delivered a lightweight, maintainable solution that empowered the business owner to operate without tech dependency.

Data Analyst Intern

Elevate Labs | April 2025 - June 2025

Data Validation & Accuracy: Built Python scripts that improved error detection speed by 3x, significantly reducing human effort and improving accuracy.
Dashboarding & Insights: Created interactive Power BI dashboards that increased team reporting frequency by 30%, leading to faster operational decision-making.
Reconciliation Automation: Developed automated processes to flag inconsistencies in transactional data, reducing manual review time by 65%.
KPI Standardization: Unified performance tracking across departments, improving consistency and reducing 20% confusion in stakeholder reporting.

Business Analyst Intern

Jindal Agro Products | May 2024 - November 2024

Data Visualization & Reporting: Created interactive Power BI dashboards to analyse procurement/sales & revenue trends, enabling 20% faster decision-making and reducing manual reporting time.
Risk Mitigation & Compliance: Spearheaded reconciliation audits that reduced vendor payment discrepancies by 5%, aligning with internal controls and audit readiness frameworks.
Process Optimization: Automated manual workflows for financial forecasting, improving cost estimation accuracy by 7% and saving 5-7 hours monthly for cross-functional strategy sessions.
Cross-Functional Project Leadership: Collaborated with IT and finance teams to ensure 99% data accuracy during ERP migration, resolving system bottlenecks and maintaining compliance with industry regulations, and enhancing overall operational efficiency.

Insurance Assistant Intern

Accrual Intelligence Manual Group | June 2022 - July 2023

Operational Efficiency: Streamlined financial record-keeping processes, achieving **99% accuracy** in client data management and supporting audit readiness.
Stakeholder Engagement: Delivered data-driven business leads to senior leadership, improving client engagement strategies and recognized as top-performing intern, achieving a **92% performance** score.

EDUCATION

Bachelor of Business Administration in Marketing

RNB Global University | October 2023

CERTIFICATIONS

- **Digital Marketing Certification** - Google Digital Garage
- **Microsoft Excel Advanced Certification**
- **Tata Group Data Visualisation Certification** - Forage
- **ERP Resource Planning Certification** - Alison
- **Certified Negotiation Associate (NCN-A)** - NGstudy

TECHNICAL SKILLS

Process & Workflow: Business Process Automation (BPA), Workflow Mapping, Process Optimization, Digital Transformation, System Integration, Business Requirements Gathering
Automation Platforms: Zapier, n8n, Power Automate, custom visual programming solutions
Programming: Python, JavaScript, HTML, Tailwind, CSS, SQL, VBA, React, TypeScript, Node.js
Data & Analytics: Power BI, Excel (advanced), Google Sheets API, data visualization, Google Workplace
Integration: REST APIs, webhooks, Chrome extension development, API Integrations
Business Systems: Salesforce, HubSpot, Zendesk, MS Office, Google Workspace
Collaboration: Trello, Jira, Asana, Slack, Teams, Zoom

KEY PROJECTS

Visual Automation Platform | 2025 - Present

Founder & Workflow Architect

- Building an automation tool that uses puzzle-shaped nodes to make workflow creation more intuitive
- Adding AI coaching features that explain what each automation does in simple English
- Designing it to work locally without needing cloud setup or API configuration
- Including browser automation capabilities for web-based tasks
- Using Python and JavaScript with custom UI components

OTHER PROFESSIONAL INVOLVEMENTS

Strategic Investor – Maa Ashapura Industries | 2022 – Present

- Provide capital and strategic guidance to a defence, retail, and private-sector supplier without involvement in day-to-day operations.
- Review quarterly financial reports and key performance indicators to ensure alignment with growth objectives.
- Advise leadership on market trends, risk mitigation, and long-term expansion strategies.
- Monitor operational metrics and offer insights on improving efficiency, compliance, and profitability.