

VAKEEL RAKESH

Workflow & Process Automation Associate



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kaggle <https://www.kaggle.com/vakeelrakesh>

🔗 <https://github.com/VAKEELRAKESH>

Profile

Results-driven **Workflow & Process Automation Associate** with hands-on experience in designing, automating, and optimizing business and IT workflows. Strong at bridging operations and technology using automation tools, scripting, and data-driven process improvements. Proven ability to reduce manual effort, improve turnaround time, and enhance system reliability. Currently contributing to automation-led operational excellence at **SystemaOps**.

Skills

Workflow Automation

Odoo (Workflow & Business Process Automation)

Rule-Based Automation

Python Programming

Process Optimization

SQL

Microsoft Excel

Documentation & Process Mapping

Cross-team Collaboration

Requirements Analysis

Continuous Improvement

Playwright (Process & UI Automation)

Professional Experience

Workflow & Process Automation Associate

SystemaOps

01/2026 – Present

- Designed and automated end-to-end business workflows to eliminate manual handoffs and reduce operational delays.
- Implemented rule-based and script-driven automation to streamline recurring operational processes.
- Collaborated with cross-functional teams to identify automation opportunities and translate business requirements into technical solutions.
- Built reusable automation components improving scalability and maintainability of workflows.
- Improved reporting accuracy and process visibility through structured data handling and automation logs.
- Supported continuous improvement initiatives by monitoring workflow performance and implementing optimizations.

Process & Operations Support – Project Trainee

IKON Air Conditioning Services (Daikin Partner)

02/2023 – 09/2024 | Hyderabad, Telangana

- Supported structured operational workflows including task tracking, documentation, and issue resolution.
- Assisted in troubleshooting process deviations and coordinating corrective actions across teams.
- Maintained reports and standardized process documentation, improving execution consistency.

Technical Operations Support – Industrial Trainee

BHEL R&D, Hyderabad

11/2019 – 04/2020 | Hyderabad, Telangana

- Assisted engineers in process documentation, quality checks, and structured testing activities.
- Supported assembly and validation workflows by following standardized operating procedures.
- Contributed to accurate technical reporting and cross-team coordination.

Certificates

Deloitte Australia - Technology Job Simulation

Forage | Issued Aug 2025

Credential ID 85YCwmPgTTLQBzvFP

Python Technology stack

infyspringboard, Simplilearn, Kaggle

Coursera project certificate

Coursera

Interests

- Travel and Adventure
- Automation Techniques & Emerging Technologies
- Kabaddi
- Swimming
- Discipline, consistency, and mental toughness