PALLAVI BELDAR

DATA ANALYST

📞 7359786285

✉️ pallavibeldar6@gmail.com

🏠 Surat, Gujarat

🔗 www.linkedin.com/in/pallavi-beldar-5bb18538b/

⭘ https://github.com/27022005

SUMMARY

Detail-oriented Data Analyst skilled in Power BI, Excel, Python, and data cleaning. Experienced in building interactive dashboards, performing sales analysis, and generating actionable insights for business decision-making. Strong understanding of data visualization, DAX, EDA, and data management. Proven ability to work on real world projects.

EDUCATION & TRAINING

Data Analyst
Tops technologies Surat
May-Nov-2025

Bachelor of commerce
Veer Narmad South Gujarat University
Z.F. Wadia Women's College in Surat, Gujarat
2022 - 2025

HSC EXAM
Shri Chatrapati Shivaji Higher Secondary School
2020 - 2022

SKILLS

- Advance Excel
- Python (Numpy, Pandas, matplotlib, Seaborn) library.
- power BI
- SQL
- Statistics
- Analytical Thinking
- Problem-Solving
- Communication Skills
- Team Work

CERTIFICATIONS

- Data Analyst
- Diploma In Computer Application And Accounting
- Finishing School Programme

PROFESSIONAL EXPERIENCE

Nakshatra Virtual Assistants, Surat

Virtual Assistant   Jun-Nov-2025

Key Responsibilities & Achievements

- Conducted web research and generated verified leads.
- Performed accurate data entry and data cleaning.
- Managed multiple projects with timely delivery and quality control.

PROJECTS

1) HR Analytics Dashboard (Microsoft Excel)

- Developed an interactive Excel-based HR Dashboard using cleaned data, Pivot Tables, dynamic charts, KPIs, and slicers to track key HR metrics, enhance reporting clarity, automate updates, and support faster, data-driven HR decision-making.

2) Amazon Sales Analysis & Interactive Power BI Dashboard

- Created an interactive Power BI dashboard for Amazon sales, featuring cleaned data, DAX-based KPIs, and dynamic visuals to analyze revenue trends, product performance, and regional insights. Implemented drill-downs, slicers, and clean layouts to enhance interactivity and support strategic decision-making.