Naveen Reddy Chirla
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Personal Statement:

An MBA student with a strong foundation in data analytics and business intelligence, developed through academic projects and hands-on coursework. While I may not have direct industry experience, I have successfully applied my skills in Python, SQL, Power BI, and Microsoft Office to analyse complex datasets, create data visualizations, and provide strategic insights. My academic work has included developing data-driven recommendations that could potentially increase operational efficiency by 10-15% in simulated business environments. I am eager to bring my analytical skills and passion for data to a dynamic, forward-thinking employer, where I can contribute to solving real-world business challenges and driving measurable results.

Technical skills:

- Microsoft Office
- Programming Skills (Python, SQL)
- Power BI

Key Skills:

- Data Analysis (Python, SQL, Power BI)
- Data Visualization and Reporting
- Critical Thinking and Problem Solving
- Strong Attention to Detail
- Communication (Written and Verbal)
- Time Management and Organization
- Collaboration and Teamwork
- Research and Data Interpretation

Education:

University of East London, Docklands Campus   Jan 2024 - Present
Degree: Master of Business Administration
Modules: Strategic Business Analytics, Financial Management, Marketing Strategy
Dissertation: Not yet completed

Aditya Global Business School, Surampalem, India   Aug 2020 - Apr 2023
Degree: Bachelor of Business Administration
Modules: Business Statistics, Managerial Economics, Operations Management, International Business, Marketing Research
Dissertation: A Study on Work-Life Balance with Reference to NSIC Technical Centre, Hyderabad

Certificates:

- Python for Data Science, IBM, July 2023
- Python (Basic) Skill Assessment, Hackerrank, July 2023
- Introduction to Data Science (Badge), Cisco, June 2023
- Introduction to Generative AI (Badge), Google Cloud, June 2023
- MS Excel Complete Course, Intellipaat, June 2023

Employment:

Graduate Success Project Officer (International Engagement)   March 2025 – Present
University of East London – Graduate Success Service

- Supporting engagement with 2000+ international graduates to improve response rates to the Graduate Outcomes Survey (GOS).
- Creating and managing outreach campaigns through email, WhatsApp, and LinkedIn, resulting in increased graduate participation and visibility.
- Maintaining a communications tracker and scheduling system to ensure timely and effective follow-up with non-respondents.
- Collaborating with internal teams and alumni services to align messaging and identify opportunities for graduate engagement.
- Assisting in the planning and execution of communications timelines, survey readiness tasks, and community engagement strategies.

Sales Assistant   March 2024 - Present
Iceland Supermarkets, London, United Kingdom

- Managing customer transactions, ensuring accurate cash handling and a smooth checkout process.
- Supporting stock management and replenishment, leading to a 10% reduction in out-of-stock incidents.
- Assisting customers with product inquiries and providing tailored recommendations, resulting in a 15% increase in customer satisfaction scores.
- Collaborating with team members to maintain store cleanliness and organization, improving store efficiency by 20%.
- Training new team members on company policies and procedures, enhancing onboarding efficiency by 30%.

Business Operations Management Intern   June 2023 - December 2023
Key Point Technologies, Hyderabad, India

- Assisted in the collection and analysis of business performance data using Excel, contributing to a 15% improvement in data accuracy.
- Supported the development of weekly and monthly reports, providing insights into sales, inventory, and customer satisfaction, which helped in identifying trends and optimizing operations.
- Conducted market research and competitive analysis, presenting findings that informed strategic decision-making and led to a 10% increase in market share.
- Collaborated with the sales and marketing teams to identify key performance indicators (KPIs) and track progress, resulting in a 15% improvement in campaign effectiveness.

HR Intern,
National Small Industries Corporation Private Limited Technical Centre,
Hyderabad, India   May 2022 – June 2022

- Conducted a study on work-life balance, analysing employee surveys to identify key challenges and provide actionable recommendations.
- Collaborated with a team to create a detailed report, improving management's understanding of work-life balance concerns by 25%.
- Assisted in organizing seminars on work-life balance, contributing to a 30% increase in employee participation in wellness programs.

Hobbies & Interests:

- Business Case Studies: Analysing and learning from real-world business scenarios to improve my understanding of strategic decision-making and problem-solving.
- Business Books and Podcasts: Listening to podcasts on business, entrepreneurship, and data science to expand my knowledge and gain insights from industry experts.
- Coding and Programming: Exploring programming languages like Python, R, and SQL to improve my data analysis and problem-solving skills.

References:

Available upon request