

# ANUPADMA S

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## PROFESSIONAL SUMMARY

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Entry-level Data Analyst / BI Analyst with hands-on experience in Power BI, SQL, and Advanced Excel, delivering MIS reporting, automated dashboards, and actionable business insights across sales and healthcare domains.

## SKILLS

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| <b>Tools &amp; BI</b>      | Power BI, Power Query, Advanced Excel, Data Visualization, KPI Dashboards  |
| <b>Databases &amp; SQL</b> | MySQL, SQL (Joins, Subqueries, CTEs, Window Functions)   |
| <b>Programming</b>         | Python (pandas, NumPy, EDA)  |
| <b>Analytics Methods</b>   | Data Cleaning, MIS Reporting, Statistical Analysis, Reporting Automation, Basic Machine Learning Concepts (Regression, Classification – Exploratory Level) |

## PROJECTS

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### Healthcare Provider MIS & Performance Dashboard: Power BI, Power Query [GitHub](#)

- Designed and automated **Power BI dashboards** using a **Star Schema** model for operational and financial reporting.
- Identified a **29.6% YoY billing decline** and key revenue drivers, enabling data-backed intervention planning.

### Sales Performance & Customer Behavior Analysis: SQL (MySQL) [GitHub](#)

- Analyzed **50,000+ transactions** to identify revenue trends, seasonal patterns, and high-value customer behavior.
- Identified **top 20% customers contributing 60% of revenue** and high-cancellation regions/products, supporting focused sales targeting.
- Used **CTEs and window functions** to track YoY and MoM growth, increasing trend visibility by **35%** for management reporting.

### AdventureWorks Sales Performance Analysis: Excel Dashboard [GitHub](#)

- Enabled sales and MIS reporting through interactive **Excel dashboards** using **Pivot Tables, Pivot Charts, slicers, advanced formulas, and VBA macros** to monitor sales, profit, customers, and regional trends.
- Delivered actionable sales insights, highlighting that high-priced products drove **95% of profit** and weekdays contributed **72% of revenue**.

## WORK EXPERIENCE

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### Data Analytics Trainee (Virtual), NoviTech R&D Pvt Ltd [Certificate](#) May 14, 2025–June 14, 2025

- Cleaned, validated, and analyzed operational datasets using **Excel, SQL, and Power BI**, ensuring data accuracy and consistency.
- Designed and automated **MIS dashboards and ad-hoc reports**, reducing reporting turnaround time by **30%** and supporting stakeholder decision-making.

### Associate Technical Writer, Resbee Info Technologies, Kanyakumari District April 2023–Sept 2025

- Streamlined technical content into data-driven documentation, improving data interpretation efficiency by **35%**.

## CERTIFICATIONS

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### Data Visualisation: Empowering Business with Effective Insights — Forage [Certificate](#)

## EDUCATION

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|---|---------------------|
| <b>Data Analytics Program – Continuous Upskilling</b> | May 2025 – Present  |
| <b>BE in Computer Science and Engineering, MACET</b>  | Aug 2019 – Jun 2023 |