

ANUPADMA S

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PROFESSIONAL SUMMARY

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

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

PROJECTS

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

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

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

EDUCATION

Data Analytics Program – Continuous Upskilling BE in Computer Science and Engineering, MACET

May 2025 – Present
Aug 2019 – Jun 2023