Aradhana S

+91-6383331605 | aradhanas.work@gmail.com | Bengaluru, India

Executive Summary

Program Analyst with strong experience in Excel, Power BI and structured reporting, skilled in collecting, cleaning and analyzing data to support program tracking and management decision-making. Experienced in KPI reporting, dashboard creation, documentation and cross functional coordination. Comfortable supporting program execution through clear reports, status tracking and data-driven insights.

Technical Skills

- **Data Skills:** Data Cleaning, Validation, Transformation, Trend Analysis, KPI Tracking, Reporting.
- **Tools & Technologies:** Excel(Pivot Tables, Pivot Charts, Slicers, Lookups, Conditional Formatting), Power BI (DAX basics, Power Query), MySQL.
- **Reporting & Business:** Requirement Gathering, Dashboard presentation, Stakeholder Communication
- **Soft & Collaborative Skills:** Analytical Thinking, Problem Solving, Adaptability, Attention to Detail.

Education

MCA | KIT – Kalaignarkarunanidhi Institute of Technology | 2022 – 2024
B.Sc. Computer Science | Sri Ramakrishna College of Arts and Science | 2019 – 2022

Projects

Employee Attrition Data Analysis | Power BI, Excel
- Gathered and cleaned an employee dataset (1400+ records) using Power Query and Excel functions.
- Conducted data validation, cleansing and data modeling for visualization readiness.
- Developed interactive Power BI dashboards showing attrition by department, age group and job role.
- Created DAX measures to calculate attrition rate, overtime impact and satisfaction.
- Identified 16% overall attrition with 41% among overtime employees and the 26-35 age group as most affected.
- Delivered visuals tracking KPIs: retention percentage, tenure and overtime workload.
- Delivered business insights recommending workload balancing, mentorship programs based on observed trends.

Walmart Sales Performance Analysis | Excel
- Analyzed two years of retail sales data (45 stores) using Excel.
- Built interactive dashboards using Pivot Tables, Slicers, Charts for store performance and weekly sales tracking.
- Integrated economic variables CPI, unemployment, fuel price to identity external sales fluctuations.
- Found that holiday sales increased by 30-40% while CPI hikes correlated with lower non-holiday spending.
- Evaluated store-wise KPIs: revenue, growth rate and holiday contribution.
- Supported business decisions related to inventory planning and sales monitoring.

Certifications

- Microsoft Azure Data Fundamentals (dp-900), Honeywell, Microsoft
- SQL and Relational Databases, IBM Developer Skills Network
- Power BI Tools Training (Instructor Led)
- Full Stack Web Development (2024)

Languages

English, Malayalam, Tamil