

Business Intelligence Analyst with hands-on experience designing dashboards, defining KPIs, and delivering data-driven insights to support leadership decision-making. Skilled in SQL, Tableau, Power BI, and Excel, with a strong ability to transform complex datasets into clear, actionable business intelligence across HR, operations, and engagement domains.

EDUCATION

Frank J. Guarini School of Business, Saint Peter's University, New Jersey, USA

September 2024 - May 2026

Master of Business Administration in Business Analytics

(GPA 3.8/4.0)

Relevant Coursework: Introduction to Data Science, Data Management Systems, Predictive and Industry Analytics

Bob Gaglardi School of Business, Thompson Rivers University, Kamloops, Canada

May 2021 - September 2023

Master of Business Administration in Human Resource Management (Program Transferred)

(GPA 3.5/4.0)

Completed coursework in Human Resource Management and Financial & Management Accounting before transitioning to Business Analytics, inspired by hands-on analytical work during my Co-op at The Home Depot.

School Of Business, Mody University, India

August 2017 - May 2020

Bachelor of Commerce (Honours) in Finance

(GPA 6.8/10.0)

Relevant Coursework: Statistics & Probability, Micro & Macro Economics, Corporate Accounting

PROFESSIONAL EXPERIENCE

Saint Peter's University, New Jersey

Technical Program Assistant,

January 2025- Present

- Designed and maintained business intelligence dashboards to track student engagement KPIs across awareness, registration, and attendance metrics.
- Built self-serve Tableau dashboards using SQL-based datasets, enabling leadership to monitor performance trends and program effectiveness; increased recurring attendance by **20%** and event adoption by **25%**.
- Defined and standardized reporting metrics to ensure consistent performance measurement across programs.
- Delivered visual insights and summary reports to leadership, supporting data-informed planning and operational decision-making.

The Home Depot

HR Analytics Co-op

Mar 2023 – Aug 2023

- Developed Tableau and Excel dashboards to provide business intelligence on recruitment, training, and employee performance metrics.
- Translated workforce data into actionable insights that supported attrition reduction and improved HR planning decisions.
- Performed SQL-based analysis to identify inefficiencies in training completion and performance evaluation processes.
- Produced recurring BI reports and visual summaries for HR leadership to support workforce strategy and planning.
- Collaborated with HR and training teams to align dashboards and reports with enterprise-wide reporting standards and data strategy.

PROFESSIONAL SKILLS

BI Tools & Technologies: SQL • Tableau • Power BI • Excel (Advanced) • Python (Pandas, NumPy – analysis support) • MySQL • Oracle**Analytics & Reporting:** KPI Definition & Tracking • Dashboard Design • Data Visualization • Trend Analysis • Reporting Automation • Ad-hoc Reporting**Data Foundations:** Data Cleaning & Transformation • ETL Processes • Relational Databases • Data Quality Assurance**Business & Communication:** Insight Storytelling • Stakeholder Communication • Decision Support • Cross-functional Collaboration

CERTIFICATIONS & EXTRACURRICULAR

- Google Data Analytics Professional Certificate – Issued by Google (Coursera).**
- Tableau, Excel & Power BI for Business Analytics – DataCamp**
- President, Data Science Club** – Led workshops promoting data literacy, cross-functional collaboration, and analytical thinking among students.
- Event Coordinator & Volunteer** – Managed academic and community events, improving participation by **20%** through structured planning and execution.

ACADEMIC PROJECTS

[HR Metrics Analysis Report | Excel, SQL](#)

- Designed KPI dashboards to track performance, attendance, and training effectiveness
- Delivered BI insights contributing to a **12% improvement** in training completion rates.
- Built attrition and absenteeism forecasting models and produced recurring analytical reports using Tableau and SQL.

[Sales Performance Dashboard | Tableau, Excel](#)

- Built interactive dashboards analyzing **10,000+ transactions** across four regions.
- Identified revenue leakage and seasonal trends, supporting a projected **10% revenue improvement**.