PERAM SRIKANTH

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Career Objective

Analytical and detail-oriented professional with experience in data processing, reporting, and customer support. Skilled in Excel, SQL, and Power BI with the ability to transform raw data into actionable insights. Seeking an entry-level Data Analyst role to apply technical and problem-solving skills to business decision-making.

Skills

- Data Analysis Tools: Excel (pivot tables, advanced formulas, cleaning)
- Databases: SQL (queries, joins, aggregations)
- Visualization: Power BI (dashboards, DAX measures, interactive reports)
- Programming : Python Pandas Library
- Other: Data Cleaning, Reporting, Communication, Problem Solving, Fast Typing(55WPM)

Professional Experience

Data Processing Assistant | Andhra Pradesh High Court (via APCFS) | Dec 2023 – Present

- Process and validate large datasets to ensure accuracy and consistency.
- Developed Power BI dashboards to monitor case status and performance trends.
- Applied SQL queries for extracting and filtering datasets to generate reports.
- Leveraged Excel for data cleaning, summarization, and reporting.

Adviser I – Email Support | Concentrix Pvt Ltd | Aug 2022 – Dec 2023

- Provided email-based support to resolve customer issues efficiently.
- Used Excel to organize, clean, and track large sets of restaurant order data.
- Prepared periodic performance and operations reports for management.
- Ensured high-quality service by maintaining accuracy and timeliness in responses.

Projects

- Sales Performance Dashboard (Power BI): Designed an interactive dashboard to analyze regional sales, monthly performance, and profit margin.

- Court Case Status Dashboard (Power BI, Dummy Data): Built a visualization to show case distribution and progress using mock datasets.
- Restaurant Orders Data Analysis (SQL & Excel): Cleaned and analyzed third-party restaurant order data, creating summary reports for decision support.

Education

Bachelor of Technology (Mechanical) | CGPA: 7.01

Acharya Nagarjuna University | 2018 – 2022