

Opeyemi Ogunniyi

Data Analyst/Process Automation Engineer

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Professional Summary

Detail-focused Data Analyst with knowledge in data warehousing, process validation and business needs analysis. Proven to understand customer requirements and translate into actionable project plans.

Dedicated and hard-working with passion for Big Data.

Skills

- Data Analysis
- Power BI
- SSMS & SSIS
- Microsoft Azure
- Process Maker
- Python
- Data Mining
- Data Engineering
- Statistics
- Power Automate
- Power Apps
- MS Office

Experience

Data Analyst/Process Automation Engineer Trium Digital – Lagos, Nigeria

June 2021 - Present

- Researched and resolved issues regarding integrity of data flow into databases.
- Identified and documented detailed business rules and use cases based on requirements analysis.
- Utilized data visualization tools to effectively communicate business insights.
- Created various Excel documents to assist with pulling metrics data and presenting information to stakeholders for concise explanations of best placement for needed resources.
- Developed tables, views and materialized views using SQL.
- Analysed transactions to build logical business intelligence model for real-time reporting needs.
- Worked with business intelligence software and various reports to glean insights into trends and prospects.
- Participated in requirements meetings to understand business needs.
- Documented effective and replicable methods for extracting data and organizing data sources.
- Documented project constraints business impacts and risks, noting potential impact to organization.
- Upheld security and confidentiality of documents and data within area of responsibility.

ICT Coordinator Faith Academy – Lagos, Nigeria

April 2021 – June 2021

- Participated in continuous improvement by generating suggestions, engaging in problem-solving activities to support teamwork.
- Conducted research, gathered information from multiple sources and presented results.

- Used critical thinking to break down problems, evaluate solutions and make decisions.
- Carried out day-to-day duties accurately and efficiently.
- Work collaboratively with technical staff, principals, teachers, senior administration, and Board in developing and implementing the divisional Information Technology plan.
- Monitor the utilization of E-classroom including other ICT devices (laptops, projectors, etc.)
- Maintain the effective use of E-Classroom/ICT Lab

**Administration Officer/Personal Assistant
to Dean
University of Ibadan – Ibadan, Nigeria**

Oct 2019 – July 2020

- Produced detailed reports to track trends and keep senior management informed.
- Prepared agendas and took notes at meetings to archive proceedings.
- Screened and transferred incoming calls, took down messages and transmitted information and documents to internal personnel.
- Set priorities and problem-solved workflow issues to maintain rapport with customers and managers.
- Contributed to team goal-achievement by collaborating with staff to develop customer service improvement initiatives.
- Created, prepared, and delivered reports to various departments.
- Aided colleagues, managers and customers through regular communication and assistance.
- Standardized office structures and processes to promote collaboration and increased performance.
- Evaluated operational practices and identified improvement opportunities to develop revisions for systems and procedures.

Experience

Bachelor of Science: Statistics

June 2019

Ekiti State University – Ado-Ekiti, Ekiti, Nigeria

- Awarded Best Graduating Student in the Department.

Certifications

Machine Learning with Python

Sep 2022

Data Analytics

Sep 2021

Learn MS Excel from Beginner to Advance Level

Dec 2020

Effective Communication Techniques for Teachers and Trainers

Jul 2020

International and Strategic Human Resource Management

Jul 2020