

## DEEPAK KUMAR

100 Bush Mill Square, Scarborough, ON M1V 1J4

647 274 1332

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### SUMMARY

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**Adaptable Data Analyst skilled in recording, interpreting and analysing data in a fast-paced environment. Advanced proficiency in all aspects of Excel. Experienced in preparing detailed documents and reports while managing complex internal and external data analysis responsibilities and Data Bases.**

- 1 years' work experience in customer service and cashiering
- Fun and friendly nature; value customers, clients and staff and takes complete pleasure in every kind of work
- Professional demeanour and neat appearance
- Excellent oral communication skills
- Languages known: English, Hindi, Punjabi

### SKILLS

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- Ability to multitask and prioritize responsibilities
- *Teamwork*: Excellent team player who works willingly and respectfully with others
- *Organization*: Excellent organizational skills and able to prioritize when faced with number of tasks.
- *Reliability*: Punctual worker who uses time effectively to meet deadlines.

### CORPORATE EXPERIENCE

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**EasyTech Services Pvt. Ltd.**

Gurgaon, HR

*Data Analyst*

Aug-2016 – Current

- Served as a TEAM LEADER where have managed team of 5 members.
- Working with other teams and team members to complete special projects and achieve project deadlines.
- Interpret data from primary and secondary sources using statistical techniques and provide ongoing reports.
- Develop and initiate more efficient data collection procedures.
- Working with managing leadership to prioritize business and information requirements.
- Performing daily data queries and prepared reports on daily, weekly, monthly, and quarterly basis
- Used advanced Excel functions to generate spreadsheets and pivot tables.

## CUSTOMER SERVICE EXPERIENCE

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July 2018 – Oct 2018

**Tim Hortons Restaurant** – 2363 Warden Ave, Scarborough, ON M1T 1V7

**Team Member**

July 2017 – Nov 2017

**Domino's Pizza** – Sector 28, MG Road , Gurgaon (India)-160035

**Assistant Manager**

Dec 2015 – May 2016

**KFC Restaurant** – Phase 3b2, Sangrur, PB(India)-148001

**Team Member**

## EDUCATION

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***Master Certificate in Mobile App Design and Development***

**2018-2020**

Lambton College

Toronto, Canada

***Bachelor of Engineering Information Technology***

**2013-2016**

Saint Longowal Institute of Engineering and technology

India

***Diploma in Computer Science***

**2011-2013**

Saint Longowal Institute of Engineering and technology

India

## DECLARATION

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I hereby declare that above furnished are true to the best of my knowledge and belief.

DEEPAK KUMAR