# **RESUME**

# **DIVESH KUMAR**

**Entry level Data Analyst** 

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## **CAREER OBJECTIVE**

Detail-oriented data analyst with strong skills in data visualization, statistical analysis, and python. Adept at uses tools like excel, SQL, Pandas and Power BI to provided actionable insights, Looking to apply academic knowledge and hands-on experience from personal projects in an entry-level data analyst role.

#### **EXPERIENCE**

#### **OFFICE ADMINISTRATION**

Century (Balaji Industries): 2021 - 2023

Experience in Data visualization, Excel worksheet, Chat GPT Prompt, Data Filtering, Data Cleaning, Data Processing, SQL Database, Tabular, MS Office, Data Analysis, CRM, CSR, Analysis Sales & Purchase Data, E-mail & Voice Support, Document Verification.

#### **PROJECTS**

## **D-Mart Annual Sales Report**

Using Excel Worksheet For Data Analyzing , Data Cleaning, Data Processing , Data Filtering, And Data Visualization.

### STUDENT MANAGEMENT SYSTEM

Using Core java For Designing And SQL For Database.

## STUDENT MANAGEMENT SYSTEM APP

Using Android Studio For Designing And Firebase For Database.

#### **TECHNICAL STACK**

Microsoft Office | Microsoft Excel | Microsoft Power BI | Chat GPT | SQL | Python | Pandas | Trading | Data Transforming | Data Mining | Data Cleaning | VBA | ETL | Data Processing | Data Visualization .

## **SOFT SKILLS**

- Communication Skills
- Problem Solving Skills
- Interpersonal Skills
- Fast Learner

## **INTERESTS**

Data Analytics, Data Modelling, Data Science.

#### **INTERNSHIP + TRAINING**

ALMABETTER

Data Science: 2023

MICROSOFT TECHNOLOGY ASSOICATE NOIDA

**Core Java : 2017** 

**KREATIVAN TECHNOLOGY MOHALI** 

**Android** : 2019

#### **CERTIFICATION**

- Industry Recognised ISO Certification in Data Science From Almabetter.
- Industry Recognised ISO Certification in Core Java From Microsoft Technology Assoicate.
- Industry Recognised ISO Certification in Android From Kreativan Technology.
- Industry Recognised ISO Certification in Python From Udemy .
- In Industry Recognised ISO Certification in SQL From Udemy.
- Industry Recognised ISO Certification in Power BI From Udemy .
- Industry Recognised ISO Certification in Excel From Udemy.

## **EDUCATIONAL QUALIFICATIONS**

INDIRA GANDHI NATIONAL OPEN UNIVERSITY DELHI

**MBA(PURSUING)** 

**Banking & Finance** 

SHAHEED UDHAM SINGH COLLEGE OF ENGINEERING AND TECHNOLOGY MOHALI

**B-TECH: JULY 2020** 

**Computer Science Engineering** 

S.N.P COLLEGE BEGUSARAI

12th BSEB PATNA 2015

**R.N HGH SCHOOL BEGUSARAI** 

10<sup>TH</sup> BSEB PATNA 2013

### **LANGUAGES**

- Hindi
- English
- Maithiliss

## **PERSONAL DETAILS**

D.O.B : 28-12-1998

Address : Begusarai Bihar India