PAUL KIRIRA NDIRITU

DATA ANALYST

NAIROBI, KE | 0741105701 | nkirira@gmail.com

Objective

Detail-oriented and results-driven Data Analyst with a strong foundation in data documentation, database management, and analytics. Experienced in data collection, processing, and reporting, with expertise in metadata management, data architecture, and governance. Proficient in SQL, Python, R, DBeaver, RapidPro, Metabase, and Tableau, ensuring accurate and structured data documentation. Adept at collaborating with cross-functional teams to validate data accuracy and completeness. Passionate about leveraging data-driven insights for social impact and enhancing data infrastructure within mission-driven organizations.

Skills

- **Data Analysis & Reporting:** Extensive experience in providing data analysis services to clients across various industries, including healthcare, finance, and social sciences. Specialized in conducting both quantitative and qualitative studies, such as psychological and health-related quality of life research.

- **Statistical Software & Tools:** Proficient in using advanced statistical tools and software, including Python, R Programming, SPSS Statistics, Stata, SQL, PostgreSQL, and DBeaver to analyze and interpret complex datasets.

- **Data Visualization & Reporting:** Developed custom dashboards and reports using Excel, Metabase, Tableau, and Power BI, enabling clients to track and analyze trends effectively. Delivered actionable insights through data cleaning, transformation, and visualization.

- **Database Management & Automation:** Skilled in working with database platforms and automation tools such as DBeaver and RapidPro, optimizing data workflows and improving operational efficiency.

- **Client Collaboration:** Collaborated with clients to identify key performance indicators (KPIs) and business metrics, resulting in data-driven recommendations that improved decision-making processes.

- **Survey & Data Collection:** Skilled in utilizing tools like Survey To Go and Open Data Kit for efficient data collection, ensuring high-quality data for comprehensive analysis.

Experience

Consultant Data Analyst | Self-employed   **March 2022 - Present**
- Assisted clients with dissertations and theses, focusing on data collection, analysis, and reporting. Conducted both quantitative and qualitative studies, including:
- Psychological Impact of Pediatric Acute Leukemia on Caregivers
- Oral Health-Related Quality of Life of Patients with Acquired Maxillary Defects
- Factors Affecting Oral Health-Related Quality of Life of Complete Denture Wearers
- HIV PrEP Knowledge, Attitudes, Practices, and PrEP Uptake among Young Adults in Swakopmund, Namibia
- Study on Job Burnout, Work Engagement, and Subjective Well-being among Grassroots Child Workers

Collection Africa Limited | Junior Data Analyst   **March 2020 – February 2022**
- Evaluated account managers' performance by analyzing key metrics related to collections, productivity, and recovery rates, enabling data-driven performance assessments.
- Developed predictive insights to guide account managers in prioritizing defaulters most likely to make payments, improving collection efficiency and success rates.
- Managed and extracted data using Metabase and DBeaver, performing SQL queries to retrieve, clean, and transform large datasets for reporting and analysis.
- Conducted in-depth performance analysis, comparing monthly collections against set targets, identifying trends, and presenting findings to senior management.
- Designed automated reports and dashboards to track collections, productivity, and key performance indicators (KPIs), ensuring real-time monitoring and informed decision-making.
- Collaborated with team leaders to develop strategies for improving team efficiency and individual performance, using data-backed recommendations.
- Enhanced data accuracy and integrity by performing quality checks and validation processes to ensure reliable and consistent reporting.

Kenya National Bureau of Statistics | Content Supervisor   **July 2019 – August 2019**
- Identified enumeration areas and planned the exercise.
- Trained enumerators on project deliverables and objectives.
- Conducted back-check interviews to verify data authenticity before uploading.

Kenya National Bureau of Statistics | Research Assistant   **February 2018 – April 2018**
- Identified enumeration areas and planned the exercise.
- Trained enumerators on project deliverables and objectives.
- Conducted back-check interviews to verify data authenticity before uploading.

Education

Moi University | Bachelor of Science **2016**

Bachelor of Science in Applied Statistics with Computing

Professional Certificates **2015 - 2017**

- Research Survey Designs in Marketing Research (TIFA, 2017)
- Data Transformation and Analytics using SPSS (Moi University, 2015)
- Data Analysis and Exploration using STATA (Moi University, 2015)

References

Upon Request