

ESTHER OLUBIYO YETUNDE

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PERSONAL STATEMENT

Data Analyst with practical experience in collecting, cleaning, and analyzing data to support business decisions. Founder of EVA (Esther Virtual Analytics), where I help small businesses and clients organize datasets, build dashboards, and uncover insights using Excel, Google Sheets, and basic Power BI. Skilled in transforming raw data into visual reports, identifying trends, and delivering solutions that enhance operational efficiency.

SKILLS

- Excel
- Google Sheets
- Power BI
- Data Cleaning
- Data Entry
- Data Visualization
- Report Writing
- Visual Assistance

EXPERIENCE

Founder – EVA (Remote / Freelance)

2024 – Present

- Launched a brand offering virtual assistant and data services.
- Support tasks like email management, document creation, and online research.
- Building client presence and branding via LinkedIn and digital tools.

Class Teacher – Golden Site Int'l Academy, Zaria

January 2025 – Present

- Planned and delivered structured lessons.
- Maintained records of assessments and class activities.
- Support digital learning, class coordination, and assessments.

Administrative Assistant - City High Computer Institute Zaria

April 2020 – March 2021

- Oversaw daily office operations and maintained organized records.
- Delivered excellent customer service and provided strategic business advice.
- Handled scheduling, documentation, and other admin duties as assigned.

EDUCATION

B.Sc. Physics – Ahmadu Bello University, Zaria
September 2023

CERTIFICATION

- Techy Jaunt Certificate (Basic and Advanced Data Analysis) - 2025
- Harker Rank Certificate (SQL Basic and Intermediate) - 2024
- Forage Certificate (Power BI Stimulation) - 2024

REFERENCE

Available upon request