KOFFI FELICIEN KOUASSI

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SUMMARY

Business Analyst with a Master's in Business Analytics, skilled in data analysis and forecasting. Proficient in SQL, Power BI, Tableau, and Excel to extract insights and create decision-enhancing dashboards. Bilingual in English and French, adept at translating data into actionable strategies and supporting cross-functional collaboration.

SKILLS

- Data quality and governance
- Attention to detail
- Microsoft Excel proficiency
- SQL expertise
- Data visualization tools
- Statistical analysis techniques
- Problem solving skills
- Cross-functional collaboration
- Business process optimization
- Critical thinking abilities

EXPERIENCE

Business Operations Analyst Assistant

Modern Tax Group, LLC | Dallas, TX | Jun 2024-Current

- Developed and maintained Excel reports to monitor client onboarding and document submissions.
- Ensured data accuracy in client files and internal systems to support compliance requirements.
- Collaborated with tax advisors to identify workflow bottlenecks and improve operational performance.

GRADUATE ASSISTANT

Texas A&M University of Commerce | Commerce, TX | Jan 2022-Dec 2023

- Analyzed academic performance trends using Excel and Power BI to support faculty and student research.
- Facilitated Excel-based financial modeling workshops for graduate students, enhancing analytical skills and practical application.
- Developed academic reports and visualizations for stakeholders to inform institutional planning.

BUSINESS ANALYST INTERN

Priority1 | Little Rock, AR | Jun 2021-Jun 2022

- Analyzed sales and operational data to identify business trends and inefficiencies.
- Designed and deployed Power BI dashboards for KPI monitoring across departments.
- Delivered weekly reports to senior management, improving operational visibility and strategic decision-making.

EDUCATION

Master of Science: Business Analytics

Texas A&M University-Commerce | Commerce, TX | Dec 2023

Bachelor of Business Administration: Management Information Systems

University of Central Arkansas | Conway, AR | Dec 2020

PORTFOLIO, LINKEDIN

- Https://felicienkouassi.github.io/
- Https://www.linkedin.com/in/felicien-kouassi-45b912215

LANGUAGES

English:

Full Professional

French:

Native/ Bilingual