

FRANCES OKOLO

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SUMMARY

- Tableau Certified Developer, with over 6 years of experience in Analytics; designing, analysing, developing, and implementing of Data Analytics applications in environments using [Tableau](#), [SQL Server Reporting Services \(SSRS\)](#), [BigQuery](#), [Looker](#) and [PowerBI](#), experience programming including [VBA](#), [Java](#), [HTML](#), [JavaScript](#), [Python](#) for Analytics, and skills in User Interaction and Experience Design tools like [Figma](#) and [Adobe XD](#) for engaging dashboard designs.
- Hands-on experience in data cleaning with Tableau Prep, ETL, Data blending, LOD expressions in building and implementing high quality interactive dashboards and stories dashboards using Tableau desktop and Server.
- Knowledge and experience with SQL Server Management Studio, SQL Server Reporting Services & Excel. Strong knowledge of SQL.
- Excellent communication and management skills in understanding Business Applications, Business Data Flow and Data Relations.
- Created Tableau scorecards, dashboards using charts, graphs, geographical maps, universal filters, parameters and other functionalities.
- Tableau Portfolio: <https://public.tableau.com/profile/frances.okolo#!/>
- Tableau Viz of the Day: [Nigerian Food Prices](#)

EDUCATION

Ph.D.: INFORMATION MANAGEMENT (Funded) Loughborough University , Leicestershire United Kingdom (in view)	2023
M.Sc.: INFORMATION MANAGEMENT AND DIGITAL BUSINESS Specialisation: Big Data in Business Henley Business School , University of Reading, United Kingdom Grade: Distinction	2019
MBA: GENERAL MANAGEMENT Lagos Business School , Pan Atlantic University, Lagos, Nigeria Grade: Merit	2010
BSc: COMPUTER SCIENCE University of Abuja , Abuja, FCT, Nigeria Grade: Merit	2006

CERTIFICATION

BCS Certificate in Business Analysis Practice
Tableau Certified Desktop Specialist (92%)
Tableau Desktop Certified Associate (70%)

WORK EXPERIENCE

BELLROCK GROUP Leicester, United Kingdom

Senior Data Analyst/ Business Intelligence Developer

04/2021 to date

- Develop, deploy, and manage over 80 Self-Service Business Intelligence (SSBI) systems/reports for both in-house and external client use
- In-house use dashboards include Call Monitoring, Supplier Scorecards and CRM reports
- External use dashboards are hosted on Concerto via Tableau API and include more than 20 different clients including Boots, London Fire Brigade, Morrisons, The Road Chef, House of Frasier, Green King and The Restaurant Group to name a few.
- Respond to user requests via ticketing system for updates to current dashboards or creation of new reports to the specified specification
- Liaise with various departments to obtain required information and data sources to produce accurate and up to date reports
- Perform system checks and server updates, check data loaded overnight and amend scripts to automate the data flow process, and archive historically valuable but obsolete/inactive reports
- Implement best practices and have been dubbed the 'Tableau Queen' within the business
- Implement data governance practices to control user access groups to dashboards and reports through Tableau Server.

LOUGHBOROUGH UNIVERSITY Leicestershire, United Kingdom

Doctoral Researcher

01/2020 to date

- Conducted research and qualitative data analysis to Digital Transformation and Strategic alignment in Business Archives in the United Kingdom.
- Interview relevant stakeholders in the archives and retails business sector
- Designing and deploying questionnaire surveys
- Marking and grading students Assessment

MINISTRY OF BUDGET AND PLANNING Abuja, Nigeria

Infrastructure Data Analyst

01/2016 to 09/2018

- Conducted data analysis to address National \$3trillion Infrastructure Gap which formed the basis for development of the National Integrated Infrastructure Master Plan (NIIMP).
- Monitored multiple databases to keep track of economic sector performance on an annual basis.
- Sourced for and cleaned sector data using Tableau Prep.
- Designed sector performance dashboards and reports in Tableau Server.
- Prepared and distributed Management Information on Tableau Online
- Developed alliances with partner agencies to create sector trend reports.
- Built relationships with key stakeholders in Construction and telecommunications sector.

TOYOTA NIGERIA Lagos

Business Insight Analyst

01/2011 to 01/2015

- Conducted business analysis to address vehicle sales decline among distributors leading to design and implementation of new Marketing Strategy.

- Analysed data on Automobile Industry players to address market share concerns resulting in improved forecasting and optimised ordering of vehicles from partners in Japan.
- Developed automated reporting templates using Microsoft Excel Macros which led to faster performance report delivery to Executives.
- Prepared reports, documentation and presentations for management and board reporting on Tableau Server.
- Developed and presented reports on Market Research on using Tableau Stories.
- Won Best Staff Performance in 2013 Training Workshop.

FIRST BANK OF NIGERIA

Lagos

MBA Intern (Business Performance Monitoring)

08/2009 to 12/2009

- Part of team collaboration for bank-wide performance evaluation.
- Team member in preparation of Quarterly Performance Report (QPR) using Balanced Scorecard Methodology.
- Designed and produced questionnaires for electronic survey system to measure bank-wide customersatisfaction and loyalty.
- Designed algorithm for automation and process improvement of scorecard preparation using advancedMicrosoft Excel.

SAUNIA FARMS

Asaba

Database Administrator

08/2000 to 12/2003

- Developed and deployed Database Management System (DMBS) using Visual Basic and Microsoft Access, as part of my BSc dissertation

TECHNICAL SKILLS

Advanced Microsoft Excel
 Structured Query Language (SQL)
 Tableau Desktop and Server
 Tableau Prep Builder
 SQL Server Reporting Services -SSRS
 QlikSense
 Mapbox
 ArcGIS Map

Power BI
 Figma
 Adobe XD
 Adobe Photoshop
 Adobe Lightroom
 Adobe Premiere Pro

INTERESTS

Photography
 Videography
 Digital Marketing
 Swimming

REFERENCES

Available on request