

# Bonjovi N. Sanchez

Data Analyst / Business Analyst

📍 Mandaluyong, Metro Manila Philippines

☎ +639219304534

✉ [bonjovi.n.sanchez@gmail.com](mailto:bonjovi.n.sanchez@gmail.com)

🌐 <https://www.linkedin.com/in/Bon-sanchez-489ba532a/>

## Summary

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I am a motivated and analytical Data Analyst with experience in evaluating dashboards and developing KPI reports. I am a certified Excel specialist, proficient in SQL, Python (Pandas), Power BI, and AI tools such as ChatGPT & Deep Seek to enhance data analysis, automate tasks, and support decision-making. A focused collaborator, I am dedicated to interdisciplinary communication, possess strong interpersonal skills, and excel as both a team player and a team leader.

## Professional Experience

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### ACABAR MARKETING INTERNATIONAL INC.

Data Analyst & Administration | Mar 2025 – Sep 2025

#### **Accomplishments:**

- **Data Analysis & Insights:** Performed ETL processes and delivered actionable insights from an 800K+ row dataset using Excel, SQL, Python (Pandas), and ChatGPT to accelerate code generation, data exploration, and reporting—directly supporting product development decisions.
- **Reporting & Dashboards:** Standardized KPI reporting for the marketing team, improving visibility into campaign performance. Analyzed daily and monthly data using pivot tables and VLOOKUP or INDEX-MATCH, identifying key trends.
- **Administration:** Managed scheduling for a national team, improving meeting efficiency, and coordinated cross-department administrative support during a company-wide software transition. Also handled Tarkie app administration for clients under the Samsung account.

### ACABAR MARKETING INTERNATIONAL INC.

Report Analyst & Administration | Sep 2025 – Currently

#### **Accomplishments:**

- **Report Analysis & Insights:** Successfully managed reporting and administrative functions for the Tarkie app on the Samsung client account, improving data accuracy and ensuring timely report delivery to enhance client decision-making.
- **Report Analysis & Summaries:** Analyzed complex datasets to create clear and concise summary reports for stakeholders, and developed automated reporting templates and dashboards that enabled timely, informed business decisions.
- **Administration:** Managed and analyzed data within the Tarkie app for the Samsung client account, delivering actionable insights to drive business decisions.

### JF TECH IND'L SERVICES INC. of FMIDC

Office Admin Operation | Mar 2024 – Mar 2025

#### **Accomplishments:**

- **Salesforce Administration:** Implemented a customized Salesforce solution to streamline data entry by integrating inputs from completed external documents.
- **Reporting & Summaries:** Maintained and analyzed large datasets to support inventory management reporting. Utilized summary tools such as PivotTables, VLOOKUP, and INDEX-MATCH to identify trends and improve data accuracy.
- **Task Management:** Managed front-desk operations and improved the client check-in process, resulting in increased customer satisfaction scores.

## Professional Skills

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### Technical & Soft Skills:

- Python
- SQL
- Pandas
- Power Query
- Microsoft Excel
- Microsoft Word
- Power BI
- Visual studio code
- SQL Server Management Studio
- Azure Data Studio
- Google Spreadsheets
- Looker Studio
- Outlook
- Zoom
- DAK (Data Analysis Expressions)
- AI Tools ChatGPT & Deep Seek
- Adaptability
- Attention to Detail
- Team work management
- Time management
- Communication
- Collaboration

## Education

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### Bachelor's Degree, Information Technology

Pateros Technological College, Metro Manila Philippines  
2019 – 2023

### Senior High School - Electrical Installation and Maintenance

Iligan Computer Institute, Iligan City Philippines  
2017 – 2018

## Certification and Awards

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- **Computer System Servicing**  
National Certificate II, TESDA Metro Manila  
2023
- **Fron End Developer**  
Pixel8 PH, Legazpi City Albay Philippines  
2023 – 2023
- **System Analyst**  
Pixel8 PH, Legazpi City Albay Philippines  
2023 – 2023

- **Data Analyst Administration**

Tarkie Heroes Awards, Admin Hero Award  
Amazon Web Services Office, Arthaland BGC.  
October 2025

## Languages

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### English

Limited Working Proficiency

### Tagalog

Native or Bilingual Proficiency

### Cebuano

Limited Working Proficiency

### Ilocano

Limited Working Proficiency

## Professional References

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### **Gerald Daluyo**

*Operation Manager*

ACABAR MARKETING INTERNATIONAL INC.

+639912632418

[gadaluyo@acabar.com.ph](mailto:gadaluyo@acabar.com.ph)

### **Marissa Decatoria**

*Nam Manager*

ACABAR MARKETING INTERNATIONAL INC.

+639695498088

[mpdecatoria@acabar.com.ph](mailto:mpdecatoria@acabar.com.ph)

### **Cristine Resus**

*Office Manager*

JF TECH IND'L SERVICES INC.

+639176218125

[tinresus@yahoo.com](mailto:tinresus@yahoo.com)

### **Fernan Forteo**

*Area Supervisor*

FMIDC, First Multi-tech Industrial and Development Corporation.

+639178287438

[ffforteo@fmidc.com](mailto:ffforteo@fmidc.com)