

Gopal Kumar Ray

Phone: 87678 18968 | Email: gopalkumarr916@gmail.com

Location: Darbhanga, Bihar

Career Objective

Motivated and detail-oriented BBA student seeking an entry-level position in office administration or data analysis. Skilled in Excel, Power BI, and business data visualization tools with the ability to identify and solve business problems. Looking to contribute to a team-oriented environment while gaining practical corporate experience.

Education

BBA (Pursuing), Maa Sukambari University, Saharanpur

12th - Bihar Board, 75.2%

10th - Bihar Board, 55%

Skills

- Advanced Excel with Copilot
- Data Analysis & Business Intelligence
- Power BI for Data Visualization
- Problem Identification & Decision-Making
- Basic SQL (Data Queries & Filtering)
- Effective Verbal & Written Communication
- Google Sheets & Docs Management
- Office Administration & File Handling

Languages Known

- Hindi

Hobbies & Interests

- Writing
- Singing