

Summary

Experienced Data Analyst with a background in educational data analysis, business intelligence, and predictive analytics. Skilled in SQL, Excel, Tableau, and Python for data-driven decision-making. Adept at identifying key performance trends, improving processes, and enhancing data management to drive institutional and business success.

Professional Experience

Data Analyst(Excel,Power Query, Pivot Table, Tableau)

Society for Meritorious Schools India

2015 – 2024

Managed and analyzed academic and operational performance data to support data-driven decision-making, contributing to improved student outcomes, increased retention, and streamlined reporting processes that enhanced institutional effectiveness.

- Collected, analyzed, and presented students' academic performance data using Excel Pivot tables, leading to a 10% increase in student retention rate.
- Developed interactive Tableau dashboards for data visualization and reporting for analyzing the comparative performance of institutions with competitors, leading to an improvement in admissions by 6%.
- Utilized Excel (Power Query, Pivot Tables, Solver) for data management and trend analysis, for staff leave management system, reducing reporting time by 20%.

Data Analyst (SQL data query, Tableau, Power BI)

DIPS Group of Colleges India

2012 – 2015

Analyzed data for performance improvements and operational efficiency through data insights, process automation, and strategic analysis.

- Conducted data analysis on 5000+ students' academic records using SQL data query, identifying key problematic areas in academics and improving institution ranking by 10 positions.
- Implemented a staff leave application database project for efficient leave tracking and analysis, which decreased administrative workload by 15%.
- Used SQL queries to extract insights into academic tests, provided the instructors the outline of problematic areas, leading to a 10% improvement in student scores through the identification of academic KPIs.

Education

Master of Business Administration (MBA) - Business Analytics

Ongoing - Expected 2025

Bachelor of Computer Science

Guru Nanak Dev University, India

Learned C, C++, Microsoft Office, Oracle, DBMS, SQL. Developed a staff leave application database project.

- Designed and implemented a database management system to track staff leave applications and analyze leave trends.
- Used SQL queries to extract insights and improve administrative efficiency.

Technical Skills

✓ SQL ✓ Python ✓ Tableau ✓ Power BI ✓ Excel (Power Query, Pivot Tables, Solver) ✓ Data Cleaning
✓ Predictive Analytics ✓ A/B Testing ✓ Data Analysis

Certifications

- Google Data Analytics Professional Certificate
- Tableau Desktop Specialist Certification

In progress

In progress