Inderjeet Singh

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# Summary

Hard-working professional with experience in problem-solving, creating interactive dashboards, providing service, and managing time effectively. I am also a focused Analyst graduate, constantly motivated to develop my skills in the field of data analysis and grow professionally. I aim to be a valuable asset to the organization.

# Experience

**Capgemini Technology Services | Senior Analyst – July 2021 to Present** **Gurugram**

* Analyzed existing SQL queries to identify opportunities for improvement.
* Created spreadsheets using Microsoft Excel for daily, weekly, and monthly reporting.
* Gained strong interpersonal skills with the ability to interact and communicate effectively at all levels.
* Used analysis tools such as SQL, Excel, and a visualization tool to analyze data and provide insights to the team.
* Created pivot tables with calculated values and fields, and learned to sort, filter, group, and aggregate data.
* Removed and refreshed data from pivot table cache and applied conditional formatting to pivot tables.
* Worked with various charts in Excel, including column charts, bar charts, pie charts, area charts, and more.
* Have experience working with Python libraries such as Pandas and NumPy.

# Technical Skills:

* + Visualization Tools: Power Bi.
  + Database: My SQL Workbench.
  + Programming Languages: Python (Pandas, NumPy)
  + Spreadsheet Tool: Microsoft Excel (Pivot Tables, VLOOKUP, XLOOKUP, Filtering, Sorting)
  + UI Design Tool: Figma.
  + MS Office : Word, Outlook.
  + Query Languages: SQL, DAX.

# Certifications:

* Certification in Core Python.
* Certification in Excel: Business Essentials
* Certification in Excel: Data Analysis with Pivot Tables

# Project:

**HR Dashboard:**

|  |  |
| --- | --- |
| Project Name | HR Dashboard |
| Roles Performed | * Cleaning the data and creating DAX measures according to requirements * Finding out the Work From Home %, Sick Leave %, and Presence %. |
| Technologies Used in the Project | Power BI, Excel. |
| Description | * Analyzing HR data to extract useful insights, making the data valuable for making important decisions. * The data contained information such as employee code, status (Present, Absent, WFH, and more), date, and other details. |

**IMDb Movies Dashboard:**

|  |  |
| --- | --- |
| Project Name | IMDb Movies Dashboard |
| Roles Performed | * Analyzed the dataset to gain insights with detailed information about movies. * Filtered data on the chart according to gross revenue and IMDb rating. * The dashboard is created using pivot tables and slicers * Created calculated fields and values where needed. |
| Technologies Used in the Project | Excel (Pivot Tables, Slicers) |
| Description | * Analyzing movie data for useful insights to make the data valuable for making important decisions. * The data contained information such as movie name, budget, IMDb rating, and more. |

# Coursework:

* + Communication Strategies for the Virtual Age
  + Ask questions to make data-driven decisions.

# Academic Qualifications

* Passed **SSC** in 2015 from the **CBSE** board with a percentage of **64%.**
* Passed **HSC** in 2017 from the **CBSE** board with a percentage of **58%.**
* Passed **BCA** in 2020 from the **University of Kumaon** with a percentage of **67%.**