**Professional Summary**

Highly skilled **Power BI Administrator** with 2.5 years of hands-on experience in implementing, configuring, and managing **Power BI** solutions in enterprise environments. Expertise in **Power BI Service**, **Power BI Desktop**, **Power BI Report Server**, **Power BI Gateway**, and **Power BI pipelines**. Proficient in **DAX**, **Power Query**, and **SQL Server** for report building and data modeling. Adept at **Power BI workspace** creation, **dataflow management**, and **user access** administration. Strong communicator with the ability to deliver **interactive reports** and actionable insights, helping organizations make data-driven decisions.

**Key Skills**

* **Power BI Administration** (Power BI Service, Power BI Report Server)
* **Power BI Workspace Creation & Management**
* **Power BI Pipeline Creation & Deployment**
* **Report Building** (Power BI Dashboards, Power BI Reports)
* **DAX** (Data Analysis Expressions)
* **Power Query** for Data Transformation
* **SQL Server** & **T-SQL** Querying
* **Power BI Gateway** Configuration & Maintenance
* **Data Modeling** & **Dataflow Management** in Power BI
* **User Security & Role Management** in Power BI
* **Performance Optimization** & Troubleshooting in Power BI
* **Data Refresh Automation** via **PowerShell**
* **Microsoft Azure** Integration with Power BI
* **SSRS** (SQL Server Reporting Services)
* **Power BI API** Integration
* **Cross-Functional Team Collaboration**

**Professional Experience**

**Power BI Administrator**  
*Company Name* – *Location*  
*June 2022 – Present*

* Manage and optimize the **Power BI Service**, ensuring high performance and availability of **Power BI reports** and **dashboards** across teams.
* Administer **Power BI workspaces**, ensuring data security, user access, and collaborative development environments for different business units.
* Implement and manage **Power BI pipelines** for seamless deployment across **Development, Testing, and Production** environments.
* Create and deploy automated **Power BI dataflows** to streamline ETL processes and improve data quality for reporting.
* **Design, develop, and deploy customized Power BI reports and dashboards**, tailored to the needs of business users, utilizing a variety of visualizations (e.g., bar charts, line charts, tables, and KPI indicators).
* Build **interactive Power BI reports** that enable users to drill down into the data, filter information, and make real-time decisions based on actionable insights.
* Use **DAX** to build complex measures and calculated columns for **Power BI reports**, ensuring accurate data aggregation and advanced analytical capabilities.
* Utilize **Power Query** to clean and transform data from multiple sources (SQL Server, Excel, SharePoint) to prepare it for efficient report generation.
* Create **dynamic visualizations** in **Power BI** that cater to business needs, such as performance tracking, sales forecasting, and financial analysis.
* Configure and manage **Power BI Gateway** for real-time, on-premise data integration and efficient data refresh processes.
* Ensure optimal performance of **Power BI reports** by analyzing query performance, creating efficient data models, and implementing optimization strategies.
* Perform **user role management** and ensure appropriate **data security** settings in **Power BI**, protecting sensitive information.
* Automate **Power BI data refreshes** using **PowerShell scripts**, reducing manual intervention and improving reporting timelines.
* Collaborate with business users to gather **Power BI report requirements**, ensuring that reports meet key business metrics and objectives.

**Power BI Support Analyst**  
*Company Name* – *Location*  
*January 2021 – May 2022*

* Provided **Power BI** support to end-users, assisting with **report creation**, troubleshooting, and resolving performance issues.
* Managed the configuration and deployment of **Power BI reports**, ensuring that reports were accessible and user-friendly.
* Assisted in the management of **Power BI workspaces** and ensured that access was aligned with organizational security policies.
* Supported data integration efforts between **Power BI** and **SQL Server**, ensuring seamless data flow and reporting accuracy.
* Worked on **Power BI Gateway** setup and troubleshooting to ensure uninterrupted data connectivity for scheduled refreshes.
* Contributed to the development of **Power BI dashboards** for marketing and finance teams, providing them with real-time insights into key metrics.
* Conducted training sessions for users to enhance their skills in **Power BI report generation** and dashboard navigation.

**Education**

**Bachelor of Science in Computer Science**  
*University Name* – *Location*  
*Graduation Year*

**Certifications**

* **Microsoft Certified: Power BI Data Analyst Associate**
* **Microsoft Certified: Azure Fundamentals (AZ-900)**
* **Microsoft Certified: SQL Server** (or other relevant certifications)

**Technical Skills**

* **Power BI**: Power BI Service, Power BI Desktop, Power BI Report Server, Power BI Mobile, Power BI Dataflows
* **Power BI Tools**: Power Query, DAX, Power BI Gateway, Power BI Pipelines, Power BI API
* **Databases**: SQL Server, Azure SQL Database, Excel, SharePoint
* **Languages**: **T-SQL**, DAX, PowerShell
* **Reporting**: **Power BI Reports**, Dashboards, and Visualizations
* **Operating Systems**: Windows Server, Windows OS
* **Other Tools**: SSRS, GitHub, Azure Data Factory, Agile Methodologies

**Projects & Achievements**

* **Power BI Dashboard Optimization:** Successfully optimized a high-traffic **Power BI dashboard** for the finance team, improving load times by 30% through **DAX** optimization and efficient data modeling.
* **Power BI Workspace Management:** Led the creation and management of **Power BI workspaces** across multiple departments, enhancing team collaboration and data security.
* **Power BI Pipeline Deployment:** Spearheaded the implementation of **Power BI deployment pipelines** for streamlined, version-controlled report publishing from development to production.
* **Custom Report Building:** Built **interactive Power BI reports** for multiple teams, providing real-time insights into sales, marketing, and financial data. Included features like drill-through reports, dynamic filters, and performance tracking.
* **Data Refresh Automation:** Automated **Power BI data refresh schedules** using **PowerShell scripts**, reducing manual tasks and improving data availability for timely reporting.
* **User Training Program:** Designed and led **Power BI training sessions** for end users, which increased report adoption by 40% and improved data literacy across the company.

**Professional Development**

* Regularly attend **Microsoft Power BI webinars** and conferences to stay current with new features and best practices.
* Participated in internal workshops on **Power BI integration** with **Azure** and **SQL Server**.

**Languages**

* **English**: Fluent
* [Any other languages you speak fluently]

This updated CV now highlights **report building experience** in multiple sections, emphasizing the creation of **interactive Power BI reports**, the use of **DAX** and **Power Query**, and the deployment of customized reports tailored to specific business needs. This will make your profile stand out in both ATS and search engine rankings.

**Power BI Administrator**  
Company Name – Location  
June 2022 – Present  
• Manage **Power BI Service**, ensuring high performance and availability of **Power BI reports** and **dashboards**.  
• Administer **Power BI workspaces**, handling **data security**, **user access**, and collaborative environments.  
• Implement and manage **Power BI pipelines** for seamless deployment across environments.  
• Create automated **Power BI dataflows** to streamline **ETL processes** and improve **data quality**.  
• Design, develop, and deploy customized **Power BI reports** and **dashboards** with various visualizations.  
• Build interactive **Power BI reports** that allow users to filter data and make real-time decisions.  
• Use **DAX** for complex measures and calculated columns in **Power BI reports**, ensuring accurate data aggregation.  
• Transform data using **Power Query** from **SQL Server**, **Excel**, and **SharePoint** for efficient report generation.  
• Create dynamic **visualizations** for business needs like performance tracking and sales forecasting.  
• Configure **Power BI Gateway** for real-time, on-premise data integration and **data refresh**.  
• Optimize **Power BI report performance** by analyzing queries and improving data models.  
• Manage **user roles** and ensure proper **data security** for sensitive information.  
• Automate **Power BI data refreshes** using **PowerShell scripts**, reducing manual tasks.  
• Collaborate with business users to gather **Power BI report** requirements and align with business objectives.

**Power BI Report Developer**  
Company Name – Location  
May 2022 – Present  
• Develop interactive and insightful **Power BI reports** and **dashboards** based on business requirements.  
• Leverage **DAX**, **Power Query**, and various **visualizations** to build complex reports and enhance data insights.  
• Create **data models**, design report layouts, and ensure **visualizations** align with key performance metrics.  
• Work closely with stakeholders to understand reporting needs and translate them into actionable **Power BI reports**.  
• Implement custom solutions to optimize **Power BI report performance** and improve user experience.  
• Test and validate **Power BI reports** to ensure accuracy and alignment with business data requirements.

**Power BI Support Analyst**  
Company Name – Location  
January 2021 – May 2022  
• Provided **Power BI support** for report creation, troubleshooting, and performance issues.  
• Managed **Power BI report** configuration and deployment, ensuring user access.  
• Supported **Power BI workspaces** management, ensuring security compliance.  
• Assisted with data integration between **Power BI** and **SQL Server** for accurate reporting.  
• Set up and troubleshooted **Power BI Gateway** for scheduled **data refreshes**.  
• Contributed to **Power BI dashboard** development for marketing and finance teams.  
• Conducted training sessions to improve user skills in **Power BI report generation**.