CONTACT

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🌐 https://kemsthefirst.github.io/Kemsthefirst/

SKILLS

Data Tools: Excel(Power query, pivot tables, formulas), Google sheets, SQL (PostgreSQL, MySQL), Python (Pandas, matplotlib, seaborn), Tableau, Power BI

Data Analysis: Cleaning, analysis, visualization, KPI reporting, dashboard development

Business & Admin: Calendar and email management, reporting, procurement, vendor management, event coordination

Other Skills: Infographics, Canva designs, Video editing, Research, effective communication

FOLAKEMI LAWAL

DATA ANALYST

PROFILE

Analytical and detail driven Data Analyst with experience in cleaning, analyzing and visualizing complex datasets across research, events, and business platforms. Skilled in the use of Excel, SQL, Python, Tableau and Power BI, with a proven ability to transform raw data into actionable insights that support strategic decisions. I am experienced in report writing, stakeholder communication and problem solving with prior experience in administrative and executive support roles that strengthen organizational efficiency.

WORK EXPERIENCE

Freelance Data Analyst | Remote   MARCH, 2025

Excel & SQL Analysis (Pew Research + Book Loan System)

- Conducted an exploratory analysis of a modified Pew Research dataset using Excel, delivering visual reports and structured summaries that highlighted key social insights.
- Used SQL queries for a book loan system, creating views with Joins, filters, and aggregations to track borrowing patterns and optimize report

                                                                              MAY, 2025

Data Analyst

Teeketing - Freelance

- Cleaned, standardized and analyzed thousands of rows of event registration data using Python and Excel improving accuracy of post event reporting.
- Standardized unstructured fields for accurate reporting
- Designed and developed an interactive tableau dashboard with KPIs, visual insights, and stakeholder visuals
- Delivered actionable insights to support post-event evaluation and strategic decisions

Data Analyst Intern   JANUARY 2025 – MARCH, 2025

HNG Internship
Achieved Stage 7 Certification of Proficiency

- Gained hands-on experience in data cleaning, analysis, visualization, and reporting using Python, Excel, SQL (PostgreSQL), and Power BI.
- Analyzed datasets from social media, marketing, and product domains, presenting insights through clear reports and visual dashboards.
- Conducted keyword research using Google Keyword Planner
- Performed network analysis to uncover strategic content opportunities.
- Collaborated on projects with product managers, designers, and developers etc. In building a real-life tech dating app.

TATA - Forage   MAY 2024

Internship
Data Visualisation: Empowering Business with Effective Insights

- Completed job simulations in Data Analytics & Visualization, data cleaning, modeling, visualization and client presentations
- Practiced business framing, storytelling and insight communication for stakeholders.

Accenture - Forage   MAY 2024

Internship
Data Analytics and Visualization Job Simulation

- Project Understanding
- Data Cleaning & Modeling
- Data Visualization & Storytelling
- Delivering presentations to clients

Ozone Emporium   SEPTEMBER 2022 – OCTOBER 2023

Position: Personal Assistant & Operations Manager

- Organized special events and ensured successful and memorable experiences.
- Managed emails and calls on behalf of the CEO.
- Managed procurement activities, vendor selection, negotiation, contract management.
- Handled secretarial duties.
- Acted as a liaison between the CEO and staff.
- Managed expense reports and requisitions, ensured accurate documentation and financial accountability.
- Assisted in making travel arrangements.
- Prepared reports and presentations.
- Managed household affairs, maintained office space, supervised auxiliary staffs.

Gantt works Business Development Services

FEBRUARY,2022 - SEPTEMBER, 2022

Position: Business Development Officer

- Implemented company marketing strategy
- Managed customer relations
- Conducted field and online research
- Kept records of loans and grant operations
- Data entry with the use of Excel

Synto-Energia Development Company/ Solgreen Agribusiness and Biofuel ltd

MARCH, 2021 –FEBRUARY, 2022

Position: NYSC/ Customer Service Lead

- Built strong professional relationships through identification of client needs.
- Responded to client inquiries.
- Data entry and cleaning with excel.
- Coordinated team members to achieve company targets.
- Prepared and sent daily reports for management.
- Collated and distributed beneficiaries' goods.
- Prepared and inspected documentation for reports to be sent to the bank

Dangote Cement Plc

JULY, 2020 – MARCH, 2021

Department: Transport
Position: Transport Manager Representative

- Prepared records and documentation of trucks.
- Kept records of distributors picking up trucks.
- Received and reported driver's complaints to management.
- Prepared and sent daily reports to the transport manager.
- Data Entry with the use of Excel.

Multichoice Group

NOVEMBER, 2019 – JULY, 2020

Department: Customer Resource Management
Position: After Sales Representative

- Achieved subscription targets.
- Handled customer complaints.
- Took record of customer subscription plan.
- Marketed products.
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Selected Data Projects

Prosper Loan Analysis | Python
- Analyzed a lending platform dataset containing borrower attributes, loan details, and performance metrics.
- Conducted data cleaning, exploratory analysis, and visualization to identify patterns in borrower characteristics and loan outcomes.
- Generated insights into lending dynamics and default risks, supporting improved financial decision-making.

Outlier Detection in Election Data | Python, Google Sheets
- Investigated polling unit data to uncover potential voting irregularities and ensure result transparency.
- Retrieved longitude and latitude data via Google Sheets to map polling locations.
- Applied outlier detection methods in Python to flag units with suspicious deviations from neighboring results.

Spotify Data Analysis | Python
- Analyzed Kaggle dataset of songs (genre, duration, popularity, etc.) to explore trends and correlations.
- Conducted statistical analysis and visualized patterns in song attributes over time.
- Produced actionable insights into music trends and audience preferences.

Education & Certifications

Rivers State University   2015 - 2019
B.sc Marketing
Second class lower

HNG Internship - Data Analytics Certification   2025

Datafrik - Data Analytics Bootcamp   2024

The Women Techsters Initiative - Data Analytics   2024

CISCO - Data Analytics   2023

Simplilearn - Social Media   2022

REFERENCE

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