LISA WANGARI KAGENDO

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SUMMARY

Purposeful data analyst with experience in collecting, analyzing, and interpreting complex data sets. Proficient in programming languages including SQL, Python, and R, with a deep understanding of statistical analysis and modeling techniques. Skilled in data visualization and reporting, creating visually impactful dashboards and reports using Excel and Tableau to effectively communicate insights to stakeholders. Strong problem-solving and critical-thinking abilities, with a meticulous mindfulness and accuracy. Excellent communication and collaboration skills, collaborating seamlessly with cross-functional teams to understand business needs and supply data-driven solutions. Committed to using data to drive strategic decision-making and optimize business performance.

EDUCATION

Moringa School   Westlands, Nairobi

Certification in Data Science   *May. 2022 – Feb 2023*

Jomo Kenyatta University of Agriculture and Technology   Digo road, Mombasa

Diploma in Information Technology   *Sep. 2018 – Nov 2020*

Blescohouse Girls' High School   Nakuru

Kenya Certificate of Secondary Education   *Jan. 2012 – Nov 2015*

TECHNICAL SKILLS

Languages: Python, SQL, R, C++
Ms Office: Excel, Word, PowerPoint, Outlook
Libraries: Pandas, NumPy, TensorFlow, Keras, Pytorch, Scikit-learn, Seaborn
Viz: Tableau, Excel, Power Bi
Developer Tools: Git, Sublime Text, GitHub, RStudio, Jupyter Notebook

EXPERIENCE

Data Analyst | Administrative Assistant   July 2022 – Current, Mombasa
Total Solutions Limited

Achievements

- ✓ **Elevated Data Precision**: Orchestrated initiatives that significantly improved data accuracy, reducing errors by 15% and inconsistencies by 20%, ultimately heightening the reliability of reports and decision-making.
- ✓ **Streamlined Data Analysis with Excel:** Implemented advanced Excel functions, including pivot tables, and developed custom templates to expedite data analysis, resulting in quicker insights, reporting, and a 20% reduction in manual effort.
- ✓ **Reporting Accuracy and Problem-Solving**: Resolved data discrepancies in financial reports, ensuring compliance and precision, while implementing checks that reduced errors by 15% and boosted stakeholder trust in insights.

Responsibilities

- Extracted, transformed, and loaded data into a centralized database using SQL, ensuring real-time access to critical sales data.
- Utilized Excel and advanced functions for data analysis, providing critical insights and supporting informed decision-making.
- Developed and maintained data pipelines, ensuring seamless integration of tech data for analysis and data scraping.
- Performed statistical analysis on tech data to provide data-driven insights that influenced tech strategies and product development.
- Created insightful data visualizations and reports using Tableau, translating complex tech data into actionable insights for tech decision-makers.
- Provided top-notch customer service by promptly addressing tech-related inquiries, resolving technical issues, and assisting with software tool usage.
- Prepared and edited documents, reports, and presentations using Microsoft Office Suite, with a focus on technical content and clarity.
- Collaborated with the sales and IT teams to integrate data from the CRM system, e-commerce platform, and inventory database.

Financial Analyst   Feb 2017 – 2021, Mombasa
V.K. Hirani Suppliers

Achievements

- ✓ **Cost Allocation Accuracy**: Introduced an automated cost allocation system, ensuring precise cost attribution to different departments, resulting in more informed budget decisions and resource allocation.
- ✓ **Reduction in Manual Reconciliation**: Reduced manual reconciliation efforts by 80% through the implementation of automated reconciliation software, ensuring accuracy and faster financial close processes.
- ✓ **Vendor Payment Efficiency**: Automated vendor payment scheduling and invoice processing, resulting in a 40% reduction in late payment penalties and improved vendor relationships.
- ✓ **Streamlined Budgeting Process**: Automated the budgeting and forecasting process, reducing the time required to create annual budgets by 50% and improving the accuracy of financial projections.

Responsibilities

- Prepare, examine, and assess financial statements, encompassing income statements, balance sheets, and cash flow statements.
- Develop annual budgets and financial forecasts by leveraging historical data, monitoring market trends, and aligning with company objectives.
- Construct and maintain intricate financial models to aid strategic decision-making, which includes valuations, scenario analysis, and risk assessments.
- Utilize Tableau for crafting visual reports that facilitate performance comparisons between actual results and budgeted targets.
- Evaluate financial modules for functionality, compliance, and precision.
- Collaborate closely with teams during ERP system implementations, ensuring that financial modules align seamlessly with business objectives.
- Coordinate and provide support for both internal and external audits to ensure timely completion.
- Maintain ongoing tax compliance to uphold the organization's adherence to tax regulations.
- Monitor cash flows, ensuring the organization has adequate liquidity to meet its financial obligations.
- Conducted in-depth profitability analysis for an underperforming product line, investigating the root causes of underperformance and identifying key cost drivers.

PROJECTS

Coffee Sales Analysis | Advanced *Excel, VLOOKUP, Git*   ***Project***
- Utilized historical data from 2019 to 2022 to analyse coffee sales trends over time.
- Demonstrated proficiency in data manipulation and analysis tools, including Excel functions, pivot tables, and charting.
- Identified and ranked the top 5 customers based on their purchase amounts using pivot tables.
- Generated detailed reports showcasing coffee sales trends across multiple countries, including the United States, Ireland, and the United Kingdom.

Sales Analysis | Advanced *Excel, VLOOKUP, Excel Add-ins, Power query, Git*   ***Project***
- Cleaned and transformed raw sales data for analysis.
- Utilized Excel functions (e.g., VLOOKUP, SUMIFS, Index & Match) for data aggregation.
- Applied a wide range of advanced Excel functions, including VLOOKUP, SUMIFS, INDEX-MATCH, and array formulas, to aggregate and manipulate data.

Auto Inland Claim Insurance Analysis| *Python, Pandas, Git*   ***Project***
Women in Data, Nairobi Chapter in partnership with Zindi and IBM Research Africa Datathon
- Collaborated with two colleagues to develop a robust machine learning model using XGBoost and LightGBM.
- The model accurately predicted whether customers would submit insurance claims within the next three months.
- Demonstrated exceptional teamwork and technical proficiency, leading the team to victory in the project.

Financial Inclusion| *Python, Pandas, Neural Net, Git*   ***Project***
- Conducted thorough exploratory data analysis to gain insights and understanding of the dataset.
- Addressed missing values by sorting and managing null values effectively.
- Split the dataset into training and testing sets for model evaluation.
- Performed data normalization to ensure that all variables had the same scale.
- Addressed class imbalance in the dataset using SMOTE.

The primary goal of the project was to predict the likelihood of individuals having or using bank accounts.

REFEREES

Available upon request