

# Lopita Mishra

## Aspiring Business Intelligence Analyst

lopitamishra2001@gmail.com | +91 7848910741 | LinkedIn | Github | Portfolio

### PROFESSIONAL SUMMARY

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Aspiring Business Intelligence Analyst with expertise in data analysis, data visualization, and process improvement. Proficient in SQL, Power BI, and Excel, with a strong focus on transforming raw data into actionable insights that support strategic business decisions. Certified in Six Sigma and Agile methodologies, with hands-on skills in reporting, automation, and cross-functional collaboration. Eager to apply analytical thinking and problem-solving abilities to deliver data-driven BI solutions in fast-paced business environments, contributing effectively to organizational growth and intelligence-driven strategies.

### SKILLS

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#### Technical Skills

SQL | Power BI | Python | Advanced Excel | DAX | Power Query | Data Analysis | Data Visualization | Data Modeling | Predictive Modeling | Data Warehousing | JIRA | Interactive Dashboards

#### Soft Skills

Analytical Thinking | Statistical Reasoning | Communication | Team Collaboration | Time Management | Adaptability | Problem-Solving

#### Business Tools & Documentation

BRD | SDLC | Agile (Scrum) | PowerPoint | Reporting & Automation | Project Planning | Six Sigma | Requirements Gathering | Stakeholder Management

### PROFESSIONAL EXPERIENCE

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#### Business Analyst Intern

03/2025 – 05/2025

*UnderGrads*

**Skills:** BRD | IT Business Analysis | Project Management | Stakeholder Management | Leadership | Marketing Strategy | Reporting & Dashboarding

- Prepared Business Requirements Documents (BRDs) and conducted competitor research, identifying 10+ strategic opportunities that enhanced project alignment between business and tech teams.
- Managed client projects (Yelo-Bike Servicing and SAARAS) involving website, app development, marketing, and content coordination, driving a 20% increase in user engagement and 25% growth in brand awareness.
- Analyzed business data using Excel and Power BI, creating monthly reports and dashboards that improved workflow efficiency by 10%.

### PROJECTS

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#### YELO: Website & Operations Management

03/2025 – present

**Skills:** Project Coordination | Operations Management | Event Planning | Stakeholder Communication | Cross-functional Teamwork

- Spearheaded a live project with 8+ team members across web development, branding, and marketing.
- Managed service coverage across 2 cities and boosted social media engagement by 60%.

#### Green Beverage Sales Performance Dashboard

03/2025 – present

**Tools:** Power BI | DAX | Excel

**Skills:** Data Modeling | Customer Segmentation | Sales Analysis

- Analyzed 7-tab Excel dataset with 10,000+ records to build dynamic Power BI dashboards for volume, pricing, and customer segmentation.
- Automated Free Goods calculation logic using DAX based on volume thresholds and discount types, reducing manual effort by 50%.
- Enhanced visibility into product performance and trade types with slicers and matrix visuals.

**ETL Pipeline: IT Services Market**

01/2025 – 02/2025

**Tools:** Python (Pandas, NumPy) | MySQL | Power BI

**Skills:** ETL | Data Cleaning | Transformation | Dashboarding

- Developed a scalable ETL pipeline in Python to process and transform 25,000+ rows of market data (2018–2023) across 12 dimensions.
- Reduced data processing time by 40% through chunking, error handling, and performance optimization.
- Loaded cleaned data into MySQL and built 10+ Power BI visualizations to track YoY vendor growth, market share, and regional trends.

**Sales Insights Dashboard for ATILQ**

11/2024 – 12/2024

**Tools:** SQL Server | Power BI

**Skills:** ETL | Reporting Automation | Data Visualization

- Developed an automated Power BI dashboard for ATILQ, providing real-time sales insights and key metrics like sales trends, revenue, and KPIs (growth, order volume, cost savings).
- Designed and implemented an SQL database to centralize sales data and automate the ETL process, reducing manual data gathering by 20% and enabling the sales team to focus on value-added tasks.
- Contributed to a 10% reduction in total sales spend by optimizing strategies through actionable insights.

**Adventure Works Cycles**

10/2024 – 11/2024

**Tools:** Power BI | Power Query | DAX | SQL | Excel

**Skills:** KPI Tracking | Regional Performance Analysis | Operational BI

- Constructed detailed KPIs within the analytics framework, enabling real-time monitoring of regional performance; this resulted in identifying top-performing areas that contributed to a 15% increase in quarterly revenue growth within six months.
- Crafted intuitive visualizations while tracking 15 critical KPIs, leading to actionable recommendations that addressed three major bottlenecks in operational efficiency within the implemented BI framework.

**CERTIFICATES**

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| - Business Analyst Certification                         | - Lean Six Sigma White Belt Certified                            |
| - Project Management Essentials Certified                | - Six Sigma Yellow Belt  |
| - Scrum Fundamentals Certified                           | - Business Analysis & Process Management                         |
| - Professional Diploma in Agile and Scrum                | - Microsoft Power BI Desktop For Business Intelligence           |
| - SQL for Data Science                                   | - Career Essentials in Business Analysis by Microsoft & LinkedIn |
| - Data Analytics & Visualization: Using Excel and Python |  |

**EDUCATION**

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|---|--------------------------------------|
| <b>M.Sc. (Applied Physics)</b><br>Indira Gandhi Institute of Technology | 12/2021 – 08/2023   Dhenkanal, India |
| <b>B.Sc. (Physics)</b><br>Dhenkanal Autonomous College                  | 07/2018 – 08/2021   Dhenkanal, India |

**LANGUAGES**

English | Hindi | Odia

**ACCOMPLISHMENT**

- NCC - Cadet ('A' Certificate)**  
Developed teamwork and time management skills through participation in CATC, contributing to physical training and cultural programs.