Nokubongwa Buhle Ndlela

About Me

Email: buhlebayeni04@gmail.com
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              581 Belvedere Street
Nationality: South African
Preferred languages: IsiZulu & English

Link(s):
LinkedIn Profile

Skills and Knowledge

Technical Skills:

• **Programming and Analytics:** Python, R,SSMS and MS Excel.

• **Data Visualization:** PowerBI, Matplotlib, Seaborn, Plotly.

• **Machine Learning**: Classification, NLP, Advanced Regression, SciKit-Learn, Neural Networks(TensorFlow).

• **Statistical Analysis:** Hypothesis testing, Data Cleaning, Trend analysis.

• **Data Management:** ETL(Extract, Transform, Load), Relational Database Design.

Soft Skills:
• Excellent communication and
   teamwork abilities.
• Strong problem-solving skills and
analytical thinking.
•Attention to detail and adaptability to
dynamic environments.

Reference(s)

Company Name : Bidvest Bank Limited
Contact Name   : Kabelo Ndlovu
Position   : Senior IT Audit
                       Manager
Contact Details : 0663687026

Summary

Results-driven Data Analyst with over 2 years of experience in data analysis, machine learning, and dashboard creation. My data analysis is enhanced by narrative techniques, translating complex information into practical solutions. My education equips me with the skills to craft compelling data stories. Data analysis and visualization proficiency streamline the workflow, allowing me to identify trends that inform business strategies. Previously, I committed to data-centric methodology. That experience honed my ability to create insightful Power BI dashboards, a skill that now supports my goal to foster innovation and sound decision-making.

Tertiary Education

Institution : University of Kwa-Zulu Natal
Course	: Bachelor of Science Honors in Statistics
Obtained	: 2022

Institution : Explore AI
Course	: Data Science
Obtained	: 2022

Institution : University of Kwa-Zulu Natal
Course	: Bachelor of Science in Applied Mathematics and Statistics
Obtained	: 2021

Work Experience

Organization: Bidvest Advisory Services (Alice)
Position: Data Scientist   **(Apr 2025 – Curr)**

Organization: Bidvest Bank   **(Apr 2024 – Mar 2025)**
Position: Internal Audit: Data Analyst
Responsibilities:
-Developed and maintained comprehensive working papers, scripts, and supporting documents to streamline operations and support objectives.
- Applied data analytics techniques to effectively identify risks and trends, enhancing decision-making processes.
- Leveraged SQL, Excel, and Power BI to create advanced interactive dashboards, ensuring adherence to FIC Acts and significantly improving customer risk assessment efficiency to aid audits and reporting.
- Conducted thorough reconciliations, transaction tracing, and gap detections to guarantee the completeness of audits.

- Automated manual tasks to boost efficiency and optimize performance.

Organization: BCX   **(May 2023 – Mar 2024)**
Position: Junior Data Analyst
Responsibilities:
- Collaborated with HR teams to analyze workforce demographics and identify trends that informed diversity and inclusion initiatives.
- Created dashboards using Power Bi to visualize workforce metrics, enabling managers to make data-informed decisions.
- Conducted thorough analysis on employee turnover data, identifying key factors contributing to attrition and recommending actionable strategies for improvement.
- Prepared monthly reports on key HR metrics and presented findings to management, helping to drive strategic workforce planning.

Organization: Telkom   **(Jan 2022 - Dec 2022)**
Position: Data Science Intern
Responsibilities:
- Performed comprehensive analysis of sales data to identify trends, generating actionable insights that optimized sales team performance.
- Developed predictive machine learning models using Python to forecast quarterly sales, enhancing the accuracy of sales projections.
- Designed and implemented interactive dashboards in Power BI to visualize customer purchasing behaviors and spotlight the most profitable products.
- Partnered with cross-functional teams to resolve data-related challenges and facilitate strategic decision-making.

Organization: University of Kwa-Zulu Natal   **(Mar 2022 – Jun 2023)**
Position: Tutor
Responsibilities:
- Delivered academic support to first-year students enrolled in Introduction to Statistics (STAT130), effectively simplifying complex concepts for enhanced comprehension.
- Led students through tutorial exercises and problem-solving methods, nurturing critical thinking and analytical abilities.
- Evaluated student progress and offered constructive feedback to boost academic performance.
- Cultivated a collaborative learning atmosphere by promoting peer discussions and knowledge exchange.

CERTIFICATIONS & LICENSES:
• The Complete SQL Masterclass 2025 [Udemy- Apr 2025]
• Intro to Financial Analysis and Managerial Accounting [Udemy- Aug 2024]
• Relational Database Design [Udemy- Aug 2024]
• SQL Server for Data Analysis [Alison- Mar 2024]
• Power BI Job Simulation [Forage PWC- Jan 2024]
• Data Science [Explore AI- Dec 2022]