




Nokubongwa Buhle Ndlela

About Me

 buhlebayeni04@gmail.com
 0731241702
 Arcadia, Pretoria

Link(s):
[LinkedIn Profile](#)
[GitHub](#)
[Portfolio](#)

Skills and Knowledge

Technical Skills:

- **Programming and Analytics:** Python, R,SQL(SSMS,Postgre) and MS Excel.
- **Data Visualization:** PowerBI, Matplotlib, Seaborn, Plotly.
- **Machine Learning:** Classification, NLP, Advanced Regression, SciKit-Learn, Neural Networks(TensorFlow).
- **Statistical Analysis:** Hypothesis testing, Trend analysis.
- **Data Management:** ETL(Extract, Transform, Load), Data Cleaning, 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)

Available upon request

Summary

Results-driven Data Analyst with 2+ years of experience in data analysis, machine learning, and dashboard development. Adept at transforming complex datasets into actionable insights using Python, SQL, and Power BI. Skilled in creating compelling data narratives that inform strategic decisions and support business goals. Currently transitioning into a Data Scientist role with a strong foundation in applied statistics and machine learning.

Tertiary Education

Institution : University of Kwa-Zulu Natal

Course : Bachelor of Science Honors in Statistics

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: Developer (Apr 2025 – Curr)

Responsibilities:

- Automate Power BI reports by scheduling SQL scripts to streamline data reporting processes.
- Designed and implemented SQL stored procedures to execute complex business rules used in risk identification, exception handling, and audit workflows.
- Investigated and resolved Freshdesk support tickets assisting clients with data uploads, evidence submission issues, and logic-related concerns.
- Performed root cause analysis on evidence rejection and processing failures, providing detailed feedback to both clients and internal teams.

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:

- Full Stack Development [FNB App Academy & IT Varsity- July 2025]
- The Complete SQL Masterclass 2025 [Udemy- Apr 2025]
- SQL Server for Data Analysis [Alison- Mar 2024]
- Data Science [Explore AI- Dec 2022]