

Quincy Oluwaji

Data Analyst

Abuja, NG
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[Portfolio](#)

EXPERIENCE

Ministry of Foreign Affairs, Abuja — *Data Analyst Intern*

November 2023 - PRESENT.

Using data analysis, I identified 2 instances of potential bias, leading to a 4% increase in diverse hires after diversity program implementation.

Assist team members with basic data analysis tasks, such as data cleaning, formatting, and basic SQL queries.

Build dashboards to track progress and performance across different teams.

WEIGHTLESS, Ibadan — *Program Data Coordinator, Volunteer*

Jan 2023 - July 2023

Reduced data entry errors by 33% through implementing a standardized data entry protocol.

Analyzed donors' demographics to identify key segments for targeted fundraising campaigns, leading to a 24% increase in contributions from middle-aged workers.

Utilized pivot tables to track program performance metrics, informing strategic decision-making and resource allocation.

Base 4 Investment Ng Ltd, Lagos —

April 2022 - Oct 2022

Analyzed equipment transportation expenses and identified inefficiencies, leading to a cost reduction of 10%.

Identified and rectified discrepancies in supplier invoices, saving the company a million naira in potential overpayments.

Generated weekly progress reports based on project data analysis, including insights on resource utilization and budget control.

SKILLS

Statistical Analysis.

Data Cleaning

Data Analysis and
Visualization

Attention to detail.

Critical thinking and Problem
solving

SOFTWARE

MS SQL

MICROSOFT OFFICE

GOOGLE OFFICE

TABLEAU

PYTHON

LANGUAGES

English

Yoruba

EDUCATION

Federal University of Technology Akure, Nigeria — *Bachelor of Technology*

January 2017 - August 2023

Meteorology and Climate Science

Certificate

Google Data Analytics — *Coursera*

January 2022 - June 2022

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