

# RAKSHA KANDASAMY CHANDRAMOHAN

## ENTRY LEVEL DATA ANALYST

### CONTACT



8438367341



rkshchandramohan@gmail.com



[www.reallygreatsite.com](http://www.reallygreatsite.com)



Madurai, Tamil nadu, India

### TECHNICAL SKILLS

- SQL, BigQuery
- Tableau and Dashboards
- MS Excel, Google Sheets
- Basic Python
- Data Management, Data Cleaning and Pre-processing
- Microsoft Office Package
- Reports and Documentation

### EDUCATION

#### Bachelor's Degree

#### Mepco Schlenk Engineering College, Sivakasi

2013-2017

- 4 years of studying and projects experience in computer science in various fields, such as Website designing, Android app development, Image processing, and Database management

#### Certification

#### Google Data Analytics Professional Certificate

2023

- 6-month extensive training online program. Demonstrated hands-on experience with data cleaning, data visualization, project management, interpreting and communicating data analytics findings. Confidence in transforming complex data into actionable and clear insights. Basic Knowledge in Scripting/ Programming languages and a solid understanding of database.

### SUMMARY

Goal-driven and detail-oriented Data Analyst with a bachelor's degree in computer science and Certification at Google 'Data Analytics Professional Certificate.' I am proficient in SQL, MS Excel, Google Sheets, Big Query with a solid understanding of the data analysis methodologies and data visualization tools such as Tableau. Experienced in market analysis and customer segmentation projects, utilizing analytical skills to derive actionable insights. Adept at Data cleaning, analysis, and visualization, seeking to leverage technical expertise and contribute to organizational growth as an entry-level Data analyst.

### WORK EXPERIENCE

#### Front Desk Administrative

##### Gurusamy Retail Stores, Madurai, Tamil nadu

2017-2019

- Greet all clients, manage check-ins, pickups and payment
- Responding to phone calls and emails
- Office management and administration
- Internal/external communication
- Creative problem solving
- Process new transactions and ensure internal reporting is correct
- Responsible for ordering, tracking and managing office inventory, supplies and purchases
- Ensure all outsourced garments are appropriately tagged, distributed and delivered
- Collect, organize, and track consumer feedback, day to day issues and other relevant information and communicate this to the team
- Properly record and document all details, refunds and other failures of process

### SOFT SKILLS

- Skilled communicator
- Presentation skills
- Team work, Flexibility
- Analytical skills
- Attention to detail
- Mission Driven
- Problem Solving
- Time Management
- Organizing Skills
- Critical Thinking

### LANGUAGES

English

### PORTFOLIO

- **Cyclistic Case Study -1** (<https://github.com/Raksha-17/Cyclistic-Case-Study>)
- **BellaBeat Fitness Case Study -2** (<https://github.com/Raksha-17/Bellabeat-Fitness-Case-Study>)
- **Airbnb Jersey City Case Study -3** (<https://github.com/Raksha-17/Airbnb-JerseyCity-Case-Study>)