

# Sai Subhashree

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## Professional Summary :

- **Data Analyst with 1.4 years of experience**, skilled in data cleaning, transformation, visualization, and reporting using **SQL, Microsoft Excel , Python and Power BI**.
- Experienced in applying advanced **Excel** functions, conditional formatting, and data validation to enhance data accuracy and usability.
- Competent in creating insightful visualizations and interactive dashboards using **Power BI and Excel** to simplify and communicate complex findings.
- Familiar with **Python** libraries such as **Pandas, NumPy, and Matplotlib** for data manipulation and visualization.

## Technical Proficiency:

- **Language:** JavaScript , Python
- **Libraries :** NumPY, Matplotlib, Pandas
- **Business Intelligence :** Power BI ,Tableau
- **Database:** SQL
- **Data Skills:** Data Cleaning, Data Wrangling, Data Interpretation, Hypothesis Testing, Statistical Analysis, Exploratory Data Analysis (EDA)
- **Spreadsheet Tools :** Microsoft Excel (Pivot Tables, VLOOKUP, INDEX-MATCH, Conditional Formatting, Macros)
- **Version control :** GIT,GIT HUB

## Work Experience:

### iFocus Systec Pvt Ltd

Bangalore

**Data Analytics Trainee Consultant April 2023 – April 2024**

- Worked on HR analytics to support workforce planning and performance tracking using **Excel, SQL, Python, and Power BI**.
- Utilized **Python (Pandas, Matplotlib)** for data cleaning, trend analysis, and automation of repetitive HR reporting tasks.
- Built dashboards in **Power BI** to visualize key HR metrics such as headcount trends, turnover rates, and hiring pipeline. Analyzed employee data (attendance, performance, attrition) to generate insights and support HR decision-making.
- Created automated Excel reports and used **pivot tables** and **VLOOKUP** for monthly HR reporting.
- Extracted and transformed data using **SQL** for report generation and analysis.

### Marmeto

Bangalore

**SDE-1 | May 2024 - Aug 2024**

Developed and customized Shopify themes using Liquid, HTML, CSS, JavaScript, and Shopify APIs. Built a checkout extension app for Shopify, integrating third-party services and optimizing user experience. Worked with Shopify Plus features, including metafields, Shopify Scripts, and custom checkout solutions.

Performed **data analysis on store performance**, customer behavior, and conversion rates using **Shopify Analytics** and **Excel** to provide actionable insights for improving sales and user engagement.

## Projects:

### **Project: Credit Card Financial Weekly Dashboard Report**

#### Responsibilities :

- Developed a comprehensive Credit Card Financial Weekly Dashboard Report using **SQL** for real-time data fetching ,**Python** for data cleaning and preprocessing, and **DAX** for advanced data processing.
- Created interactive KPIs and graphs to display credit card transaction performance and customer reports, offering insights into key performance indicators.
- Designed user-friendly interactive visualizations with dynamic graphs and buttons, enabling stakeholders to explore credit card trends and make data-driven decisions.
- Utilized **Power BI** for the visualization and reporting interface, providing an intuitive dashboard experience.

### **Project: MyCareer App**

#### Responsibilities :

- Worked on **HRMS (Human Resource Management System)** data to analyze employee performance, payroll, and attendance records.
- Utilized **Power BI** and **Excel** to create dashboards for visualizing key HR metrics such as attrition, headcount, and salary trends.
- Used **Python** for data preprocessing, trend analysis, and automating monthly HR reports.
- Queried and joined multiple tables using **SQL** to extract and analyze HR-related data for compliance and management reporting.
- Delivered actionable insights to HR teams for improving employee retention and workforce planning.

### **Project : MediaCorp**

**Client : Sony**

#### Responsibilities :

- Conducted manual analysis of **sound frequency data** for multimedia production quality checks and optimization.
- Utilized **Python** and **Excel** to process and visualize audio frequency patterns, aiding in precise sound alignment and quality assurance.
- Applied **data analysis techniques** to detect anomalies, track frequency trends, and improve audio consistency across media assets.
- Created **Power BI dashboards** to report insights on sound quality metrics and production KPIs for internal teams.
- Collaborated with sound engineers and production teams to deliver data-backed recommendations for enhancing audio clarity.

## Certification:

- Accenture North America **Data Analytics and Visualization** Job Simulation on Forage - November 2024.
- Tata **Data Visualisation**: Empowering Business with Effective Insights Job Simulation on Forage February 2025
- **ExcelR Data Analytics** Certification – Comprehensive training in **Excel, Power BI, SQL, Python**, and **R**, with hands-on projects in **data cleaning, visualization, statistical analysis**, and **dashboard creation**.

**Education :**

- **Biju Patnaik University of Technology** Passing year - 2022  
Trident Academy Of Technology , Bhubaneswar  
Bachelor of Technology
- **Central Board of Secondary Education** Passing year - 2018  
Prabhujee English Medium School , Bhubaneswar  
12<sup>th</sup> (C.B.S.E)
- **Central Board of Secondary Education** Passing year - 2016  
Vikash Residential School , Bhubaneswar  
10<sup>th</sup> (C.B.S.E)

**DECLARATION :**

I hereby declare that above-mentioned information is genuine and correct to the best of my knowledge.

**Date: October 2025**

**Sai Subhashree**