BERNARD DOYI

Data Analyst

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| **PROFESSIONAL SUMMARY**  Results-driven Junior Data Analyst with 4+ years of teaching experience, bringing a strong analytical mindset and a passion for data-driven decision-making. Proficient in Excel, SQL, Power BI, and Tableau, with hands-on experience analyzing large datasets to improve operational efficiency and create impactful visualizations. Skilled in collaborating in remote and in-person environments, ensuring high-quality project delivery on schedule. Adept at leveraging data to optimize processes, drive innovation, and foster productive stakeholder relationships.  **WORK EXPERIENCE**  DATA ANALYST BOOTCAMP GRADUATE,  Generation Ghana Jan. - April, 2025   * Created and presented data visualization using Tableau and Power BI resulting in better presentation skills and a deeper understanding of data storytelling. * Demonstrated strong teamwork and problem-solving skills through group projects resulting in successful project completion and achievement of team’s goal. * Developed confidence in presenting complex data insights to stakeholders, leading to enhanced communication skills and increased self assurance in professional settings. * Thrived in high-pressure environments, collaborating with individuals from various backgrounds, fostering a cooperative and productive work environment even in challenging situations.   FACILITATOR AND DATA ENTRY SPECIALIST,  Hertford International Christian School, June 2024 to Jan.,2025   * Entered academic data of over 200 students to generate academic reports. * Managed and organized data related to student performance, including tracking academic progress. * Created structured systems for storing and referencing teaching materials and student assessments, contributing to data-driven decision-making in education. * Entered data periodically into a Microsoft Excel.   B. FIELD DATA COLLECTOR African Environmental Sanitation Consult November 2022   * Collected and analyzed data from 530 households using CAPI (Computer-Assisted Personal Interviewing), providing insights for strategic decision-making. * Contributed to marketing strategies based on data-driven analysis, leading to a 10% increase in customer subscriptions and sales profits.   C**.** RESEARCH ASSISTANT Institute of Statistical, Social and Economic Research, Sept. 2022   * Conducted interviews and administered questionnaires, ensuring accurate data collection and providing feedback for team analysis. * Utilized data to support marketing and account management strategies. | **SOFT SKILLS:** Communication, Microsoft Office Applications, Problem Solving Skills, Collaboration, Curiosity, Creativity, Critical Thinking,Attention to detail, Presentation skills, Continuous learning and Adaptability.  **TECH STACK**: Languages: Python, SQL  Libraries: Pandas, Matplotlib, Seaborn, NumPy  Data Visualization: Power BI, Tableau, Advanced MS Excel, data cleaning, Statistical methods, data mining techniques, advanced Excel functions, Google Workspace, Microsoft Office Applications  **EDUCATION AND CERTIFICATION**  Generation Data Analysis Program 2025  Data Analytics Program, ALX Africa, March 2024 - August 2024.  Bachelor of Arts in Political Science, University of Ghana, Sept. 2013 - June 2017  **PROJECTS** ALX Africa **Title:** Access To Drinking Water Project   * Conducted an investigation using   statistical tools to analyze access to safe and affordable drinking water, focusing on inequalities in service levels across different countries and regions.   * Analyzed the data using Google Sheets, gathered insights, and answered the questions regarding access to safe and affordable drinking water.   **REFERENCE**  Available upon request in compliance with Data Protection Regulations. |
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