

# Shlok Singh

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## Summary

Detail-oriented Data Analyst with 2.5 years of experience in analyzing operational data, developing dashboards, and providing actionable insights to optimize business processes. Proficient in SQL, Python, Excel, and data visualization tools such as Tableau and Power BI. Strong problem-solving skills and ability to communicate complex data findings to stakeholders, driving data-informed decisions that improve operational performance.

## Skills

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- Data Analysis & Reporting: SQL, Python, Excel (Pivot Tables, VLOOKUP), Tableau, Power BI.
- Data Visualization: Creating dashboards, reports, and visualizations for decision-making.
- Operational Optimization: Identifying trends, improving processes, and recommending data-driven solutions.
- Problem-Solving: Strong analytical and critical thinking skills.
- Communication: Effectively presenting data insights to stakeholders.
- KPIs & Performance Tracking: Defining and measuring against business goals.

## Professional Experience

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### Junior Data Analyst

Crepdog Crew House of Fashion (*Mumbai, Maharashtra*)

*May '24 – Dec '24*

- Analyzed operational data to identify trends and insights, leading to a 15% improvement in operational efficiency.
- Developed interactive dashboards and reports using Power BI and Tableau to support business decision-making, resulting in a 20% reduction in reporting time.
- Collaborated with cross-functional teams to optimize processes, reducing workflow inefficiencies by 10%.
- Assisted in defining KPIs and tracking performance against goals, ensuring alignment with business objectives and improving goal attainment by 12%.
- Provided data-driven recommendations that enhanced business outcomes, contributing to a 10% increase in overall productivity.

### Data Associate

Radisson Group of Hotels (*Udaipur, Rajasthan*)

*May '22 – Jan '24*

- Created and maintained data dashboards to visualize KPIs and business performance, enabling quick, data-backed decision-making across departments.
- Conducted in-depth analysis of key business operations, offering actionable insights that enhanced decision-making and contributed to a 7% reduction in costs.

### Sales Executive (*Taj Krishna, Hyderabad*)

*Apr '2018 – Apr '22*

## Education

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BA (Hons.) in Hotel Management (Sales & Marketing)

*2014–2018*

Tata Institute of Hotel Management Aurangabad, Maharashtra