

**Vyom Khanna**  
**Data, BI & MI Analyst**

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Dear HR / Talent Acquisition / Recruiting Manager,

Thank you for taking the time to review my application. With a strong background in data analysis, business intelligence, and machine learning, complemented by my MSc in Data and Decision Analytics from the University of Southampton, I am eager to bring my expertise to your team to drive actionable insights and support data-driven decision-making.

During my tenure as a Business Intelligence Developer at Team Computers, I achieved significant milestones in optimising reporting and analytics processes. I streamlined reporting workflows by automating over 100 daily reports using SQL, Power BI, and QlikSense, reducing manual effort by 70%. Additionally, I developed dashboards that improved decision-making efficiency by 30%, leveraging Agile and Waterfall methodologies to present key performance indicators. My collaboration with cross-functional teams allowed me to optimise server and data warehouse performance, resulting in a 20% reduction in data retrieval times.

Furthermore, my role as a Sales & Insight Assistant at Poundland & Dealz provided a platform to enhance my data visualisation and analytical capabilities. I monitored sales reports to identify underperforming products and proposed actionable solutions to improve profitability. Leveraging Tableau, I created dashboards that offered actionable customer insights, empowering management to make informed strategic decisions. Additionally, I prepared detailed sales performance reports for senior leadership using advanced Excel techniques, further demonstrating my ability to deliver valuable insights through meticulous data handling.

In addition to my professional experience, my academic projects reflect my ability to tackle real-world problems using advanced analytical tools. For instance, I developed a machine-learning model to predict London bike usage, utilising Python, SQL, and statistical methods to forecast trends. These experiences have honed my analytical skills and underscored my passion for uncovering insights from complex datasets.

Proficient in tools such as SQL, Power BI, QlikSense, Python, and Excel, I thrive in roles that challenge me to analyse and visualise data while driving strategic initiatives. My familiarity with cloud platforms like AWS and Azure, coupled with a commitment to continuous learning, enables me to adapt to the evolving demands of the data landscape. Though I might not have direct experience in this particular sector, my strong work ethic, willingness to learn, and passion for data-driven problem-solving allow me to quickly acclimate to new environments and contribute effectively.

I would welcome the opportunity to discuss how my skills and experiences can contribute to your team's success. Please feel free to contact me at your convenience at +44-7733989297 or via email at [vyomkhanna355@gmail.com](mailto:vyomkhanna355@gmail.com). Thank you for considering my application. I look forward to the possibility of contributing to your team.

Yours sincerely,

Vyom Khanna