



CONTACT

Nigeria



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William Njoku

Data Analyst | Business & Risk Analytics

PROFESSIONAL SUMMARY

Data Analyst with hands-on experience transforming raw business data into actionable insights that support operational efficiency, risk assessment, and strategic decision-making. Skilled in **Excel, SQL, Power BI, Python, and statistical analysis**, with a strong ability to identify trends, validate data quality, and communicate insights clearly to non-technical stakeholders.

PROFESSIONAL EXPERIENCE

Data Analyst / Business Analyst

Haven Nigeria | Apr 2025 – Present

- Collected, cleaned, and validated raw business data to ensure accuracy and consistency across reports.
- Conducted exploratory data analysis (EDA) to identify trends, performance gaps, and growth opportunities.
- Built analytical reports and dashboards to monitor business performance and operational efficiency. -
- Provided data-driven insights that supported leadership decision-making and cost-optimization initiatives.

TECHNICAL SKILLS

- **Data Analysis & Reporting:** Data Cleaning, Data Validation, Exploratory Data Analysis (EDA), Descriptive & Inferential Statistics
- **Tools:** Excel (Pivot Tables, VLOOKUP), SQL (Joins, Aggregations), Power BI (Dashboards, Data Modeling)
- **Business Skills:** Performance Tracking, Process Improvement, Data-Driven Decision Support

EDUCATION

- **Bachelor of Arts (B.A.) – English Language**
Ahmadu Bello University, Kaduna State | 2019
- **Data Analytics Training**
Midramo Consulting Limited | 2023

- Evaluated existing business processes and **recommended** data-backed improvements to enhance efficiency and profitability.

Data Analyst (Consultant) — Ferdie Marie Solutions (Contract) | Aug - Sept 2025

- **Analyzed** applicant and recruitment pipeline data to track candidate volume, progression stages, and conversion rates.
- **Cleaned** and structured raw applicant datasets to improve data accuracy and reporting consistency.
- Built tracking reports to monitor application trends, drop-off points, and hiring efficiency.
- Provided **data-driven insights** that supported recruitment process optimization and workforce planning.

Supervisor / Operations Manager

Edstine Motors Ltd | Feb 2021 – Jul 2023

- **Managed** daily operations, including vehicle sales, customer service, and administrative functions.
- **Tracked** sales performance, insurance renewals, and operational targets to support revenue growth.
- **Coordinated** motor insurance policies, renewals, and claims processing with insurance providers.
- **Supervised** staff performance, set operational targets, and ensured compliance with regulatory standards.
- **Improved** service delivery and customer retention through process optimization and performance monitoring.

CERTIFICATIONS

- Certificate of Achievement — **Midramo Consulting Limited**
- Certificate of Completion — **Excelerate Data Visualization Internship (360° Evaluation)**

Supervisor / Operations Lead

Hair Castle Beauty Salon | Oct 2018 – Mar 2020

- **Managed** staff scheduling, inventory control, supplier relations, and daily business operations.
- **Monitored** sales performance and operational efficiency to support business growth.
- **Improved** customer satisfaction through service quality control and team coordination.

Graphic Designer Diamond Impressions | Mar 2013

– Apr 2015

- Designed branding and marketing materials, including logos, **flyers, banners, business cards, and social media graphics**.
- Collaborated with clients and internal teams to translate ideas into clear, impactful **visual designs**.

ADDITIONAL STRENGTHS

- Strong communication and stakeholder engagement skills
- Ability to translate data insights into business-friendly narratives
- Analytical thinking with a business-first mindset