

Mumbia Yvonne

Data Analyst

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PROFESSIONAL SUMMARY

Detailed-oriented Data Analyst with a strong foundation in Economics and Statistics and hands-on experience in data cleaning, analysis, visualization, and reporting. Proficient in SQL, Excel, Power BI, Tableau, and Python, with proven ability to support decision-making in remote, cross-functional teams. Experienced in nonprofit and impact-driven analytics through remote projects with global organizations. Highly organized, self-directed, and effective in asynchronous work environments.

WORK EXPERIENCE

Data Analyst Apprentice

Catchafire.org

December 2024 - Present | New York

- Collected, cleaned, and organized datasets from spreadsheets, surveys, and CRM systems.
- Analyzed data using Excel, SQL, and Power BI to identify trends and performance indicators.
- Built dashboards and visual reports to support nonprofit decision-making.
- Documented data processes to support collaboration across distributed teams.
- Communicated insights clearly to non-technical stakeholders.

Virtual Assistant / Operations Support

Catchafire

December 2024 - December 2025

- Provided administrative and operational support to nonprofit organizations.
- Managed email correspondence, scheduling, and digital file organization.
- Conducted online research and prepared reports to support projects.
- Supported CRM data entry and quality checks.

Data Analyst – Virtual Experience

Deloitte Australia

May 2025 - July 2025

- Completed a Deloitte data analytics and forensic technology simulation.
- Analyzed datasets and identified anomalies and trends.
- Created interactive dashboards using Tableau.
- Used Excel to classify data and draw business insights.

Supervisor

Bold Enterprise / Boutique

April 2022 - December 2023

- Managed inventory, sales records, and daily operations.
- Analyzed sales performance and supported revenue tracking.
- Supervised staff schedules and ensured high customer service standards.

- Maintained accurate records and reports.

EDUCATION

Bachelor of Economics and Statistics

South Eastern Kenya University

January 2018 - December 2022

SKILLS

Data Analysis & Visualization (Expert) • SQL (Expert) • Microsoft Excel (Expert) •
Power BI & Tableau (Expert) • Python (Expert) • Data cleaning & validation (Expert) •
KPI tracking & performance metrics (Expert) • Report automation & documentation (Expert) •
Google Workspace, Notion (Expert) • Zendesk, Mailchimp (Expert) • Canva, Trello / Asana (Expert)

LANGUAGES

English (Advanced)

CERTIFICATIONS & COURSES

Data Analytics

ALX KENYA

March 2025 - September 2025