Data Analyst

AJAY KUMAR

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JIND, HARYANA (126125).

Skills

- SQL (**MySQL** Database)
- **MS Excel** (**Advance function**, Data Manipulation, Pivot tables & Pivot charts etc.)
- Microsoft **Power BI** (**DAX QUERY**, Insightful Dashboard/report.)
- Python (Basics)

Work – Experience

MIS COORDINATOR – Navriti Technologies Pvt. Ltd.   May 2024 to Jan 2025

- Lead data management processes and maintain accurate reporting systems.
- Data manage and data collection, entry, and reporting functions across departments.
- Built and maintained Excel and Google Sheets-based tools for tracking performance indicators.
- Coordinate with stakeholders to ensure MIS data accuracy and timely delivery.

MIS ASSOCIATE – Navriti Technologies Pvt. Ltd.   Feb 2025 to Present

- Assisted with day-to-day MIS activities, including data entry, validation, and report generation.
- Ensured smooth operation of MIS systems for daily reporting needs.
- Supported senior MIS staff with data gathering and formatting tasks.
- Managed structured data flow and contributed to day-to-day reporting tasks.

Education

BACHELOR OF ARTS – UNIVERSITY OF IGNOU.   Dec 2024

Majors: Bachelor of Arts (General), General Arts.
The Indira Gandhi National Open University (IGNOU).

Personal - Projects

➢ **Sales Insights analysis – SQL**

- Extract data from 5 related tables in a sales database using SQL JOIN.
- Transformed and filtered data using aggregating and filtering functions for improved reporting.
- Visualized data with Power BI to identify key business intelligence for enhancing sales performance.

➢ **E-Commerce Data analysis – Excel**

- Highlighted the top 3 based on their share percentage in overall sales.
- Analyzed sales data from each category to understand the performance of different categories
- Analyzed profit data specifically from the top 10 to identify the most profitable categories.
- Identified which state generate the highest & explored potential reasons behind the variations.
- Identify the top 10 selling products based on the sales volume. And displaying the top 10 customers who contribute the most to the overall profitability.

➢ **Superstore Data analysis – Power BI**

- Analyzed Superstore sales data by region, category, segment.
- Created Visualizations to display the sales and profit data.
- Identify the top 10 selling products. And top 10 profitable customers.