ANJALI SOLANKI

DATA ANALYST

🖥 https://github.com/anjalisolankii

CONTACT

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📍 Sarkhej, Ahmedabad

EDUCATION

2019 - 2022

BHAVAN'S SHETHR.A. COLLEGE OF SCIENCE[AHMEDABAD]

- BSC IN BOTANY

SKILLS

- Programming Languages: Python
- Data Visualization Tools: Power BI
- Databases: MySQL
- Tools: Excel Libraries: Pandas, NumPy
- Other: Data Cleaning, Statistical Analysis, Data Wrangling
- Teamwork
- Time management
- Critical Thinking
- Effective Communication
- Leadership

LANGUAGES

- Gujarati(Fluent)
- Hindi(Fluent)
- English (Basics)

PROFILE

Motivated and detail-oriented aspiring Data Analyst with a strong foundation in data analysis and statistical methods. Skilled in data visualization, SQL, and Python through coursework and hands-on training in Tops Technologies. Seeking an opportunity to apply my analytical skills and contribute to meaningful data-driven decisions.

WORK EXPERIENCE

S. K. SHAL LEGAL-FIRM   2023 - PRESENT
BACK-OFFICE SUPPORT

- Provide administrative support for daily data entry tasks utilizing MS Excel.
- Execute data entry activities while offering administrative assistance, managing phone calls, and producing reports and presentations.
- Maintain databases, conduct market research, analyze consumer trends, and manage accounting and finance responsibilities.
- Perform comprehensive trademark searches across various databases to evaluate trademark availability, and prepare detailed reports on search findings.
- Scan documents and files as required.
- Assist with communications by answering phone calls and directing inquiries appropriately.
- Organize and maintain office supplies and equipment efficiently.

DATA ANALYST CERTIFICATION [TOPS TECHNOLOGIES]

April- 2024

- Acquired expertise in data analysis tools like Python and SQL.
- Gained practical experience in data cleaning, visualization, and analysis through the use of Pandas, Matplotlib, and Power BI.
- Successfully completed projects focused on exploratory data analysis, forecasting, and dashboard development.

PROJECT

https://github.com/anjalisolankii/Tops_Technologies/tree/main/Power%20BI

Developed a Power BI dashboard to effectively manage hotel operations, creating visualizations that facilitate data-driven decision-making regarding pricing and demand. These insights contributed to enhanced revenue strategies and improved guest services.