Career Development Plan

**Summary Statement**

Transitioning from a Senior Analyst in Accounts Payable to a Data Scientist, my career development plan focuses on acquiring the necessary skills and knowledge within the next 1-2 years. In the short term, I aim to enhance proficiency in Python, TensorFlow, and other relevant data science tools. Over the next 3-5 years, my long-term goals include establishing expertise in machine learning, data visualization, and securing a position that allows me to contribute meaningfully to data-driven decision-making processes.

**Goals**

**In 1-2 years, I will:**

* Attain proficiency in Python, TensorFlow, and related libraries.
* Complete advanced courses or certifications in machine learning and data visualization.
* Secure a Data Scientist role or a position aligned with my career transition.

**In 3-5 years, I will:**

* Lead impactful data science projects within the organization.
* Establish expertise in machine learning algorithms and their applications.
* Contribute significantly to enhancing decision-making processes through data insights.

**Skills audit**

**Current strengths:**

* End-to-end invoice processing and vendor communication.
* Auditing, reconciliation, and management of GRIR statements.
* Proficiency in SAP, Zendesk, OCR, Zendesk, service now and advanced data processing.
* Experience in Python, MySQL, Mango DB, Power BI and Tableau.

**Skill gap analysis:**

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| **Goal** | **Skills** | **Gaps** |
| Short term goal(within 3 months) | All Technologies | Need hands-on experience and advanced training |
| Short term goal\_2(3-6months) | Machine learning | Limited practical application; work on real-world project experience |
| Next Three months | Data visualization | Additional proficiency in Tableau and Power BI |
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**Resources**

*List the people, training, courses, certifications, events, books, or other resources available to you to help you fill your gaps. If relevant, include funding opportunities, like employer-sponsored education grants.*

1. [Data Scientist Bootcamp, upGrad KnowledgeHut] - Relevant certification for skill enhancement.
2. [Online courses on Python and TensorFlow] – Platforms like simple learn and Great learning.
3. [Online Social media]-Platforms are belonging to the Data Science, Data Analyst.

**Action plan**

*A running list of steps you’re taking to move toward your goals. Return to this list over time to make notes on previous action items, revise your approach, and add new efforts.*

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| **Action item** | **Associated skill/goal** | **Timeline** | **Progress notes** |
| Enrol in Data Scientist Bootcamp | DBMS tools, Python | 3 months | Completed, gained foundational knowledge |
| Complete online courses on Python and Machine learning | Python and machine learning | 6 Months | Ongoing, actively participating and applying concepts |
| Attend local data science meet-ups. | Build network Social media platforms | 6 Months | Initiated connections with data science professionals |
| Advanced course in Data Visualization (Tableau, Power BI) | Data Visualization | 3 months | Enrolled in an advanced course for deeper proficiency |
| Regularly update LinkedIn profile with data science projects | Professional Presence | On going | Updated profile with completed projects and ongoing learning |
| Review and revise goals based on progress |  | On going | Regularly assess and adjust goals according to achieved milestones and evolving aspirations |
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**Outcomes**

*Highlight your achievements as you work toward your goals! Reflect on the approaches that produced positive results for you, what made those approaches successful, and what you’re learning about yourself.*

* Successfully completed Data Scientist Bootcamp, gaining a strong foundation in Python and TensorFlow.
* Actively engaged in online courses, applying learned concepts to practical projects.
* Initiated connections with professionals and expanding my network.