

Profile Summary

Dedicated and analytical-minded Data Analyst with a passion for transforming raw data into actionable insights. Recently graduated with a Bachelor's degree in B.com (Hon), equipped with a solid foundation in data mining, and data visualization techniques (Power BI). Proficient in Excel and SQL. Possessing strong problem-solving skills and attention to detail, with the ability to effectively communicate findings to diverse stakeholders. Proven track record of collaborating in team environments to tackle complex data challenges and deliver meaningful solutions. Eager to leverage academic knowledge and practical skills to contribute to innovative projects and drive informed decision-making within an organization.

Core Competencies

Microsoft Excel	Data Modelling	Report Preparation
Business Intelligence	Data Analytics	Dashboard Preparation
Data Transformation	Report Summarization	SQL
Visual Basic	Microsoft Power Point	Microsoft Word
Financial Statement Analysis	Power BI	

Technical Skills

Primary Skills

- Microsoft Excel:** Advanced Formulas, Complex formula Making, Excel Shortcut Keys, Tables & Formatting, Advanced Charting, Pivot Tables & Pivot Reporting, Integrating Excel with other tools & Optimizing Excel, Data Crunching, Dash boarding, Data Modeling, Data Visualization using Power view, Power pivot, Slicers & Timelines
- SQL:** Database Concepts, Referential Integrity, Joins, SQL Commands, SQL Functions, DBMS, RDBMS
- Power BI:** Dashboard Development, Interactivity, Data Modelling, Charts, Data Drilling, Data Cleaning

Work Experience

Intern 1/2024-5/2024(5:-Month)

Fairway Legaltech private Limited

- Utilized advanced Excel functions, including pivot tables, VLOOKUP, and complex formulas, to manage and analyze large volumes of sales data, ensuring accuracy and up-to-date information for strategic decision-making.
- Extracting the information from the data using functions like V-look ups and Index Match Etc.
 - Ensured data integrity and timely updates
 - Work closely with cross-functional teams to gather information and assist with project implementation
 - Effective coordination between senior management, lower level management and customers to ensure clear communication and alignment with operational goals and strategies
 - Worked on SQL to fetch data directly from multiple sources like Excel, CSV and SQL Server
 - Good in extracting the information from the data using functions like V-look ups and Index Match Etc.

Certifications

- Power Bi Certification from SLA
- SQL from SLA
- Microsoft Excel from SLA
- Basic computer from ARYAN Institute

Education

- B.COM(Hon) in the 2024 from Delhi University
- 12th in 2021 from CBSE Board

Personal Details

Date of Birth: 24-11-2003

Languages Known: Hindi& English

Address: Vaishali, sec:-3, Ghaziabad, Uttar Pradesh