ADITI JAIN

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EDUCATION

University of Delhi   2024
Course: Economics honours, pursuing
S.R.D.A.V Public School   2021
Arts, 96.5%

SKILLS & OTHER

- Advanced MS-Excel
- SQL
- Tableau/ Power BI

- MS-office
- Statistics
- Google sheets

PROFESSIONAL EXPERIENCE

MINISTRY OF ELECTRONICS AND INFORMATION TECHNOLOGY (CERT-IN)   (06/2023 – 08/2023)
Data Analytics internship
- Gathered data from various sources including databases and spreadsheets for analyzing up to 80,00 data.
- Cleaned, Transformed and performed statistical analysis on 2 large datasets using Excel.
- Created visualizations (charts, dashboards) using Tableau to communicate findings.
- Designed a project named 'crime Analysis' from 2013 crime and documented a report.

Fantastiqo   (12/ 2022 – 01/ 2023)
Humar resource intern
- Screened potential employee's resumes of more than 20 applicants to fill company vacancies.
- Assisted professionals in conducting 10 interviews and oversaw human resource staff of 7 employees.
- Preparing offer and rejection letters/emails of 10 interns.

PROJECTS

Accenture North America Data Analytics and Visualization Job Simulation on Forage - **LINK**
- Completed a simulation focused on advising a hypothetical social media client as a Data Analyst at Accenture
- Cleaned, modelled and analyzed 7 datasets to uncover insights into content trends to inform strategic decisions
- Prepared a PowerPoint deck and video presentation to communicate key insights for the client and internal stakeholders

Dashboard on crime analysis- LINK
- This project aims to analyze crime data in India for the years 2012 and 2013 using Tableau.
- The data was obtained from the National Crime Records Bureau of India. It represents 2012 ,2013 ,2012 and 2013 graphs and the rise in crime rate.
- It contains parameters, filters and tool tips. We can switch between the graphs or view them at same time.

SQL World layoffs PROJECT - LINK
- Cleaned a data with 2362 rows containing layoffs of different world-wide companies.
- Removed duplicates, standardized the data, Null value or blank values, Removed any columns.

ACHIEVEMENTS & AWARDS

- Jr – 3 Vedic Maths by AAA
- Participation certificate for Times NIE
- Member of NSS