

CHESTER MIKHAIL DE GUZMAN

[in LinkedIn](#) | [+63 970 519 2876](#) | [Projects](#) | [chestermikhaildeguzman0505@gmail.com](#)

Overview

Highly skilled Data and Business Analyst with expertise in transforming complex data into actionable insights to drive business growth. Proficient in data gathering, preprocessing, analysis, and visualization. Detail-oriented and innovative, with a strong ability to develop data-driven strategies for business success.

Skills

- **Data Analysis & Processing:** Data Cleaning | Data Transformation | Data Manipulation | Normalization | Standardization | Trend Analysis | Data Visualization | Interactive Dashboards | Data Modeling | Database Management
- **Statistical Analysis & Modeling:** Descriptive Statistics | Statistical Modeling | Sales Forecasting.
- **Tools:** Microsoft Power BI | IBM SPSS | MySQL | WEKA | Salesforce | Tableau | Excel.
- **Programming:** SQL | HTML | CSS.
- **Soft Skills:** Oral Presentations | Reporting | Data Storytelling | Attention to detail | Communication | Time management | Digital fluency.
- **Other Skills:** DAX (Data Analysis Expression) | CRM (Customer Relationship Management) | KPI (Key Performance Indicators) | Formulas | Pivot Tables | VLOOKUP | XLOOKUP | Power Query | Index Match | Slicers.

Experience

Salesforce Administrator | Internship **Accenture** *Cubao, Philippines* **01/2024 - 05/2024**

- Managed users and created dashboards to enhance client decision-making.
- Performed Customer Relationship Management (CRM) and sales analysis to identify new sales opportunities.
- Created reports and dashboards for Sales and Marketing Managers.
- Imported and exported data using data management tools like Dataloader.io.

Sales Analyst and Reporting | Part-time **FDB Shop** *Bocaue, Bulacan* **01/2023 - 03/2023**

- Managed sales data using Microsoft Excel including Pivot tables, Data cleaning, Dashboard building, and analysis.
- Provided weekly sales and performance reports using Excel and Power BI dashboard.
- Helped identify areas needing improvement in sales performance.
- Enhanced business operations through data-driven insights and assisted in developing strategies to boost sales.

Education

Bachelor of Science **Bulacan State University** *Malolos, Bulacan* **10/2020 - 07/2024**

- Information Technology Major in Business Analytics
- Magna Cum Laude

Projects

Pharmaceutical Company Analysis **Personal Project** **07/2023 - 07/2023**
Excel, SPSS, Power BI

- Identified the year with the highest sales figures and enhanced sales team performance.
- Preprocessed and analyzed a dataset of 300,000 records using Excel, SPSS, and Power BI.

World Population Analysis **Personal Project** **07/2023 - 08/2023**
Excel, MySQL

- Analyzed global population trends, revealing Asia's dominant population position.
- Preprocessed, transformed, and thoroughly analyzed the dataset using Excel for data preprocessing and MySQL for analysis.

Analytics and Forecasting for AGL Inc. **Capstone Project** **09/2024 - 11/2024**
Excel, Python, VS Code, Angular, Firebase

- Cleaned and transformed data from 300 worksheets and 200,000 records into a single CSV file.
- Developed a forecasting algorithm using Python and created a visual analytics system.

Certificates, Achievements, and Relevant Experiences

- **Best Presenter:** Won Best Presenter award for the 12th In-House of Completed Student Research at BulSU (April 2024)
- **Best Capstone Project:** Won Best Capstone award in CICT at the 12th In-House of Completed Student Research at BulSU (April 2024)
- **Best Research in Business Analytics:** Won Best Research in Business Analytics at the 12th In-House of Completed Student Research at BulSU (April 2024)
- **Oral Presentation:** Presenter at the International Research Conference On Information Technology Education (March 2024)
- **Certificates:** (1)Essential Excel Skills for Data Preparation and Analysis, (2)Dashboard and Drill-Down Analytics, (3)Data Visualization Fundamentals, (4)Data Management Fundamentals, (5)SQL For Business Users, (6)Data Associate, (7)Data Associate Capstone Pathway

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References

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