

David Keya

Jr Data Analyst

Personal Info

Address

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Education

Oct 2017 – April 2018

The General Assembly | Los Angeles CA

- Certificate Data Science and Analytics

Sept 2003 – Dec 2008

Kenyatta University | Nairobi, Kenya

- B.Ed. Science Mathematics and Physics

Key Skills

Excel – Proficient user with knowledge on using complex nested formulae, creating pivots, and ability to add VB code to enhance usability

Effective Communicator – Understanding the other party is key to developing rapport. I ensure to ask a mix of open -ended and targeted questions to understand the needs of my co-workers and clients

Self-Learner – I regularly take time to continuously develop my skill set and find ways to integrate new methodologies to enhance efficiency

Self-Managing – Proactive in managing deadlines, commitments and delegations

Experienced multi-industry analyst, seeking to use proven business practices and data analytics skills to provide deep and actionable insights from any data set. Always searching for challenging opportunities to apply current expertise, and to explore and learn other technologies/methodologies to find an optimum solution.

Technical Skills Summary

Data Visualization

- Demonstrated dashboard /report skills using Excel and Python data visualization tools
- Presented data in a readable and informative way and creative in data visualization in order to trigger the right actions

Microsoft Excel

- Performed data cleansing and analysis, using pivot tables, formulas (v-lookup and others), data validation, conditional formatting, and graph and chart manipulation in order to translate business needs into analysis designs and recommendations

Python

- Continuously developing my skills set in the use of the following python libraries: Pandas, Matplotlib, Seaborn, and NumPy

Experience

Nov 2019 - **Service Advisor Assistant**

Present

Alamitos Enterprises LLC

- Analyze, and recommend financial objectives that increase sales and service results
- Cataloguing customers concerns and comments using industry specific software
- Writing service orders and descriptions of problems and repairs
- Accurately capture customers' product needs and provide update throughout the entire service process
- Using knowledge of products and services to sell or provide in-depth information about available parts and service options to customers.

Jan 2018 – **Junior Inventory Data Entry Analyst**

Nov 2019

Denso

- Maintained and updated inventory records
- Processed data using MS Excel and/or warehouse management system to manage inventory and auditing.
- Data entry, data monitoring and auditing.

Jan 2010 - **Mathematics and Physics Teacher**

May 2017

Teachers Service Commission

- Taught Mathematics and Physics principles to students using real-world, application-based examples to maximize learning opportunities.
- Kept abreast of technological advances by reading current periodicals, conferring with colleagues and participating in professional conferences.