

# DHVANI VAJA

9723823410



231dhvani@gmail.com



Ahemdabad,Gujarat



Data Analyst

## SUMMARY

Dynamic and results-driven Data Analyst with a proven track record in extracting actions in Power BI, SQL and Data Visualization tools. Adept at transforming raw information into strategic form.

## EDUCATION

### Tops Technologies

Data Analyst  
March'24 - August'24

### L D College of Engineering

Bachelor's Degree in Computer Engineering  
2013 - 2017

### HSC

R R Dwivedi High School  
2011 - 2013

## SKILLS

- SQL
- MS Excel, Pivot Table
- Power BI
- Data Analysis
- Data Visualization
- Data Annotation
- Statistics
- Reporting & Dashbording

## CERTIFICATIONS

- Outstanding performance in Leadership and Initiative
- Good Initiative in Flight Operations

## PROFESSIONAL EXPERIENCE

### Airline Security Officer

Interglobe Aviation Pvt. Ltd. | Dec'19-Dec'23

- Keep current with local instruction and policy and maintain a good knowledge of contingency plans, relevant law and practices.
- Adhere to all regulations and relevant Aviation Security legislation, Aviation Crimes Act, ICAO annex 17 and the Civil Aviation Act
- Supervise movements of passengers, organization employees, aircraft and vehicles in aerodrome movement areas to ensure safety is not compromised.
- Handle confidential information and documents with discretion and maintain their proper organization
- Report all serious incidents to the appropriate supervisor and record such incidents that have occurred during the period of duty.
- Performing routine checks on baggage using scanners to find illegal or dangerous items like weapons, explosives, narcotics and restricted gadgets
- Evacuating passengers and airport staff during emergencies and disasters, such as fires, bomb threats, terrorist attacks, sabotage of an aircraft or airport, hostage situations and power outages

### Faculty Intern

Tuition Class | Aug'17-May'19

- Monitoring learning objectives and outcomes
- Evaluating and grading students
- Assessing reflection papers from students evaluating their internship experiences

### Junior Instructor

InvincibleNGO | Aug'17-Present

- Volunteering
- Lead the Participate Group