Uzma Alam

[uzmaalam54@gmail.com](mailto:uzmaalam54@gmail.com) 07039565923

# SUMMARY

* A competent professional with over 2 years of extensive experience in the field of Data Analyst, Processing big data, data cleaning, visualization, and dashboard creation.
* Rendered proactive assistance in the definition of Analytics Roadmap & Development of Analytics CoEs for the clients.
* Communicated data findings to key stakeholders to help the organization meet business challenges.
* Led Descriptive, Diagnostic Analytics using statistical data analytics.
* Hands-on experience in developing reports and presenting KPIs to business stakeholders.
* An effective communicator with strong relationship management skills with the capability to relate to people at any level of business and management; possess excellent analytical and negotiation skills.

**SKILLS**

### SQL, Python 3, Power BI, Excel, Dashboarding, Word, PowerPoint, Tableau, Data Cleaning, Data Visualization

# PROJECTS

## Airbnb Rental Analysis, Data Analysis, Reports, and Dashboard Creation

* Ingest the near real-time data into the Power BI desktop.
* Data Modeling and establishing relationships between different tables.
* Developed report on listings by room type depending on the room type and activity.
* Created report on top 10 hosts by their listings, top 10 hosts with the highest earnings, average price by neighborhood, max number of reviews by hostname etc.
* Published report and created dashboard in Power BI service.

# EXPERIENCE

## Data Analyst Executive

### Jaro Education December 2018 - February 2021, Mumbai

* Participated in requirements meetings to understand business needs.
* Utilized data visualization tools to effectively communicate business insights.
* Analysed transactions to build a logical business intelligence model for real-time reporting needs.
* Synthesized complex analytics-derived insights into easy-to-understand, actionable recommendations for business users.
* Worked with business intelligence software and various reports to glean insights into trends and prospects.
* Documented project constraints business impacts and risks, noting potential impact on the organization.
* Used statistical methods to analyze data and generate useful business reports.
* Created various Excel documents to assist with pulling metrics data and presenting information to stakeholders for concise explanations of the best placement for needed resources.
* Created spreadsheets using Microsoft Excel for daily, weekly, and monthly reporting.
* Translated data findings and trends into actionable insights to better understand customer behavior and present findings.

# CERTIFICATIONS

* **The Complete Data Analyst Bootcamp**
* **Data Visualization in Excel: All Excel Charts and Graph**
* **Hands-on Tableau Training on Data Science**

# EDUCATION

## Bachelor of commerce

University of Mumbai • Mumbai, Maharashtra • 2018