DAWOOD SHAIKH

DATA ANALYST

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CONTACT

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📍 Verna-Goa

SKILLS

- Data Cleaning and Preparation
  - *Transforming raw data for analysis.*
- Data Modelling
  - *Designing and interpreting data structures.*
- Domain Knowledge
  - *Understanding context in marketing, finance, etc.*
- *Microsoft Power BI*
  - *DAX, Power Query, Interactive Dashboards.*
- Attention to Detail
  - *Detecting errors and anomalies in complex datasets.*
- *Critical Thinking & Creative Problem Solving*
- *Effective Communication.*
  - *Conveying findings to technical and business audiences.*
- *Stakeholder Collaboration*
  - *Working with cross-functional teams.*
- *Adaptability & Learning Agility*
  - *Quickly mastering new tools or workflows.*
- *Time Management*
  - *Meeting deadlines, multitasking.*

TECHNICAL KNOWLEDGE

- Microsoft Excel (*Pivot Tables, Power Query*)
- Python (*Exploratory* Data Analysis)
- *Microsoft* Power BI (*DAX, Power Query, Dashboards*)
- SQL (*EDA, Joins, Aggregations*)
- *Databricks (Advanced Transformations, ELT Pipeline)*

EDUCATION

- **Post Graduate Diploma in Computer Applications**
  CMTES Informatics Ltd, Goa (India)
  January 2008

- **Bachelor of Commerce (Business Management)**
  Goa University (India)
  April 2006

CERTIFICATES & PROFESSIONAL DEVELOPMENT

- Microsoft Power BI for Business Intelligence
  UDEMY 2025

- The Complete Financial Analyst Course
  UDEMY 2025

PROFILE

Passionate about transforming raw data into meaningful insights that guide smarter business decisions. With hands-on expertise in SQL, Excel, Power BI, and Python, I bring clarity to complex datasets through impactful analysis and visualization.

My experience spans data cleaning, interactive dashboards, process automation, and performance monitoring—initiatives that have consistently helped teams optimize operations and make confident, data-driven choices. Beyond the technical side, I focus on uncovering the story the data tells, ensuring insights translate into real business outcomes.

Always eager to grow, I'm now building skills in machine learning and AI-driven analytics, aiming to bridge traditional analysis with predictive modeling to unlock forward-looking solutions.

◆ *Core Skills:* Data Analysis, Business Intelligence, Python, SQL, Excel, Power BI, DAX, Data Visualization.

◆ *What I Value*: Clear communication, teamwork, and using data to simplify decision-making.

◆ *Future Focus*: Leveraging AI and advanced analytics to create smarter, more efficient business strategies.

WORK EXPERIENCE

Organization: Kuwait Oil Company
Position: Senior Technical Assistant
Period: September 2011 – Till Date

Position: Technical Assistant
Period: January 2011 – August 2021

Roles and Responsibilities:

- Extract, explore, analyze, and transform data into meaningful content to derive conclusions, support decision-making, and determine optimal visual representation for Team Leader and Senior Engineers.

- Work closely with Team Leader and senior engineers to understand analytical needs, identify critical metrics and KPIs, and deliver actionable insights to relevant decision-makers.

- Proactively analyze data to address key questions from management, identifying drivers of business performance and areas for efficiency improvement.

- Create and maintain interactive visualization reports through data interpretation and analysis, integrating reporting components from multiple sources.

- Analyze business processes to identify opportunities for streamlining workflows and designing new data collection and analysis methods.

- Develop and automate data pipelines to streamline data collection, cleansing, and transformation processes, ensuring accuracy and efficiency in reporting.

- Develop and maintain interactive Power BI dashboards, ensuring data accuracy, usability, and alignment with evolving business requirements.

- Collaborate with cross-functional teams to translate business requirements into technical specifications for dashboards, reports, and analytics solutions.

- Leverage advanced analytical tools and scripting languages (e.g., Python, SQL, Power BI, Excel) to generate dynamic, real-time insights.

- Monitor and validate data quality through periodic checks, applying validation rules to detect anomalies and maintain data integrity.