

Guilherme Cândido

Junior Data Analyst | SQL (MySQL) • Excel • Tableau

EU citizen • Drombofinny, Enniskane, Co. Cork (Open to Relocation) • (083) 078 0546 • gl.candido77@gmail.com • Portfolio: glcandido.github.io

PROFILE

Junior Data Analyst with experience in process optimisation, operational reporting, and technical problem-solving across transport, retail, and IT support. Strong foundation in SQL (MySQL), Excel, and Tableau, with practical experience structuring business data, validating metrics, and producing dashboard-ready datasets. Seeking entry-level Data Analyst / Reporting Analyst / BI Analyst (Junior) roles.

TECHNICAL SKILLS

SQL / Databases: MySQL, joins, aggregations, window functions, data cleaning, basic dimensional modelling

Excel/Google Sheets: PivotTables, KPI reporting, lookups; basic Power Query

Tableau: Dashboards, calculated fields, filters/actions, KPI tiles

Data practices: Profiling, QA checks, reconciliation/validation, metric definitions

Other: WordPress content management; Metorik reporting; GitHub Pages (portfolio hosting)

SELECTED PROJECT

Olist E-commerce Growth & Retention Analytics (MySQL + Tableau)

- Built an end-to-end workflow: RAW ingestion → cleaned tables → analytical marts (monthly KPIs, new vs repeat customers, category revenue, top products).
- Defined revenue as a GMV proxy and reconciled it against payment totals to validate metric consistency.
- Produced Tableau Public dashboards (Executive Overview and Commercial Insights) with interactive filtering for business stakeholders.

EXPERIENCE

Data & Process Optimisation | TravelMaster — Cork, Ireland (Transport Sector)

Jun 2025 – Present

- Structured and maintained operational datasets (orders, pick-up locations, stock levels) in Google Workspace to support reporting and decision-making.
- Produced routine insights using Metorik and internal data extracts; collaborated with the company director on data initiatives and process improvements.
- Developed Apps Script automations to validate data, generate operational reports, and reduce manual processing (estimated ~13-128 hours/month saved; ~€200-€1,950/month equivalent, season-dependent).
- Developed a passenger list automation on Google Sheets using Apps Script (CSV export to route-specific tabs) to standardise check-in lists; impact measurement in progress.
- Maintained the WordPress site to ensure accurate product and operational information.

Assistant Manager | Gino's Gelato — Cork, Ireland (Retail)

Nov 2021 – Jun 2025

- Prepared sales and stock performance reporting (trends, KPIs) to support operational planning.
- Coordinated day-to-day operations and schedules; ensured accurate inventory tracking.

IT Support Technician | Analizo Gestão em Saúde — Santos, Brazil (Healthcare)

Jun 2021 – Oct 2021

- Provided technical support and maintained reliable system operations (updates, backups).
- Created incident summaries to identify recurring issues and support process improvements.

Junior Software Developer | Colégio Objetivo — Santos, Brazil (Education)

Sep 2017 – Dec 2019

- Developed and maintained applications (PHP, JavaScript, HTML) and supported database querying and updates (MySQL).
- Collaborated with a development team to deliver improvements that streamlined administrative workflows.

Administrative Assistant | City Council — Santos, Brazil

Sep 2014 – Sep 2016

- Maintained accurate digital records and produced spreadsheet-based tracking to support reporting needs.

EDUCATION & PROFESSIONAL DEVELOPMENT

Bachelor of Analysis and Software Development — UNIMONTE (Santos, Brazil)

Dec 2018

Analyst Builder (Alex Freberg) — MySQL for Data Analytics (Apr 2025); Excel for Data Analytics (May 2025)

Completed Apr–May 2025