



Key skills

- Python
- Excel
- PowerPoint
- MySQL
- Database Management System
- Data Analytics
- Power BI
- Tableau



Personal Information

City **New Delhi**

Country **INDIA**



Hobbies

- Trekking
- Fitness
- Cooking



Languages

- English

HARSHIT SAINI

Data Analyst



1 Year 0 Month



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Harshitnew310@gmail.com



Profile Summary

Highly motivated Data Analyst with a track record of success at Globiva Services Pvt Ltd and Lucent Pvt Ltd, delivering exceptional performance in sales entry, target management, and utilizing ZingHR portal for performance tracking and incentives. Possessing a Master's in Computer Applications, a Bachelor's in Mathematics and Computing, and a diploma in Computer Science. Skilled in translating data into valuable insights and equipped with a strong analytical mindset. Eager to apply expertise in a new opportunity.



Education

MCA, 2026

Sharda University, Greater Noida

BSc, 2024

Bhaskaracharya College of Applied Sciences,
Delhi

Polytechnic, 2022

Ambedkar Institute of Technology,
Delhi

12th, 2020

CBSE, English

10th, 2018

CBSE, English



Work Experience

Aug 2024 - Present

Data Analyst
Lucent Pvt Ltd

Key Responsibilities

Data Collection & Cleaning: Gather and ensure the accuracy and consistency of data from various sources for thorough analysis.

Data Analysis & Reporting: Analyze complex datasets to uncover trends, patterns, and insights. Present findings through clear reports and visualizations.

Dashboard Creation: Design, develop, and maintain interactive dashboards using tools like Power BI and Tableau to aid in decision-making.

Collaboration: Partner with cross-functional teams (e.g., marketing, sales, finance) to understand data requirements and deliver actionable solutions.

Data Modeling & Forecasting: Apply statistical methods and predictive models to forecast trends and behaviors.

Jul 2023 - Apr 2024

Associate

Globivos Services Pvt Ltd

As an Associate at Globiva Services Pvt Ltd for 10 months, I managed sales entries, monitored targets, and ensured accurate data input. Using the ZingHR portal, I tracked performance and managed incentives. My analytical approach helped optimize sales strategies and support decision-making. Recognized as a top performer, I collaborated with teams to drive performance. This experience strengthened my expertise in sales management and data integrity.



Projects

1 Weeks

Blinkit Dashboard

I created a Blinkit Dashboard using Power BI to analyze key business metrics, including sales performance, order trends, and customer insights. The dashboard provides interactive visualizations for data-driven decision-making, enhancing operational efficiency and strategic planning.

1 Weeks

AMEX Dashboard

Developed an interactive dashboard to analyze transaction trends, customer spending behavior, and card performance. Utilized Power BI to visualize key financial metrics, enabling data-driven decision-making and strategic insights.

1 Weeks

Lucent Dashboard

A detailed dashboard tracking student performance, attendance, and academic progress. It visualizes key indicators such as average scores, subject-wise performance, and student engagement, helping educators and institutions improve learning outcomes.



AWARDS & RECOGNITIONS

2x Top Performer

Globiva Services Pvt Ltd

Top Performer

American Express

Quality Excellence Award

Globiva Services Pvt Ltd

Trophy for Outstanding Performance

Globiva Services Pvt Ltd