1. **Give an example of a time when you had to make a quick decision.**
   * **Situation:** While working as a Data Analyst at UNHCR, I noticed just before a crucial meeting that our fleet management dashboard wasn't updating correctly due to a data pipeline issue.
   * **Task:** I needed to quickly identify and resolve the issue to ensure the dashboard was ready for the meeting.
   * **Action:** I discovered the problem was due to a missing API key after a system update. I immediately retrieved the new key, manually updated the pipeline, and reran the process to refresh the data. I kept my manager informed throughout.
   * **Result:** The dashboard was fully operational within 30 minutes, allowing the meeting to proceed with accurate, up-to-date information. My quick response was appreciated, and I later helped implement a permanent fix.
2. **Tell us about a time when you faced a problem at work, and tell me how you solved it.**
   * **Situation:** While working as a Data Operations Specialist at Pfizer, I was responsible for managing a large number of manual data tasks, which were time-consuming and prone to errors.
   * **Task:** My goal was to automate these tasks to increase efficiency and reduce the manual workload, freeing up time for more strategic activities.
   * **Action:** I saw this challenge as an opportunity to enhance my skills, so I took the initiative to learn Python, focusing on the Selenium library for automation. After gaining proficiency, I applied my new skills to automate several of these manual processes. This involved writing scripts that could handle repetitive data entry and extraction tasks.
   * **Result:** As a result of this automation, I was able to reduce the manual workload by 50%. Additionally, my new Python skills not only contributed to this project but also became a valuable asset in other areas of my work at Pfizer.
3. **Describe the most creative work related project you have completed**
   * **Situation:** During my time at Missafir as a Business Analyst, we needed to gather real-time data from multiple property rental platforms to better analyze market trends and make informed business decisions. However, accessing this data was challenging due to the lack of direct data feeds.
   * **Task:** My task was to find a way to collect and analyze this data efficiently without relying on manual data entry, which was both time-consuming and prone to errors.
   * **Action:** To address this, I developed a creative solution by orchestrating a series of web scraping projects. I utilized website APIs and Python’s BeautifulSoup library to extract the necessary data automatically. I then integrated this data into interactive dashboards using Looker (Google Data Studio), allowing the team to visualize and analyze the market trends in real-time.
   * **Result:** This project significantly enhanced our data-driven decision-making process. The automation saved countless hours of manual work and provided insights that were previously inaccessible. As a result, the team was able to respond more swiftly to market changes, which improved our competitive positioning.
4. **Can you describe a complex Power BI report you’ve developed and explain the steps you took from data collection to final visualization?**
   * **Situation:** While working as a Data Scientist at Homesberg, I was tasked with creating a comprehensive dashboard that would provide insights into tourism trends in Turkey. The data needed for this project was publicly available from the Turkish Ministry of Tourism, but it was not easily accessible in a usable format.
   * **Task:** My objective was to scrape the tourism data from the Ministry's website, clean and process it, and then create a Power BI dashboard that would allow the team to analyze key trends and make informed business decisions.
   * **Action:** To begin, I used Python with the BeautifulSoup library to scrape the required data from the Ministry's website. After collecting the data, I performed extensive data cleaning and transformation to ensure accuracy and consistency, handling missing values and structuring the data appropriately for analysis. Once the data was ready, I imported it into Power BI and began building the dashboard. I created several interactive visualizations, including time-series charts, geographical maps, and trend analyses, allowing users to explore tourism metrics such as visitor numbers, regional trends, and seasonal fluctuations.
   * **Result:** The final Power BI dashboard provided valuable insights into tourism patterns, enabling the team to make data-driven decisions regarding property management and marketing strategies. The dashboard was well-received for its user-friendly interface and the depth of analysis it provided, becoming a crucial tool in our business planning.
5. **How do you ensure the integrity and accuracy of data used in your reports?**
   * **Situation:** In my role as a Data Scientist at Homesberg, I frequently worked with large datasets to create reports and dashboards that informed business decisions. Ensuring the integrity and accuracy of this data was critical.
   * **Task:** My responsibility was to develop a process that would maintain high data quality throughout the data collection, transformation, and reporting stages.
   * **Action:** To achieve this, I implemented several key practices:
     + Data Validation: I set up automated scripts to validate incoming data for consistency, checking for missing values, duplicates, and anomalies.
     + Data Cleansing: I used Python and SQL to clean the data, ensuring that any errors or inconsistencies were addressed before analysis.
     + Version Control: I utilized version control systems like Git to track changes in data and scripts, ensuring that any updates were carefully monitored and reversible if necessary.
     + Peer Review: I also established a peer review process where another team member would cross-check the data and the final reports before they were published.
   * **Result:** These practices significantly reduced errors in our reports and built confidence among stakeholders in the accuracy of the insights provided. As a result, our data-driven decisions were more reliable and effective.
6. **Give an example of a time when you had to troubleshoot a performance issue in a Power BI dashboard. What steps did you take to resolve it?**
   * **Situation:** While working on a Power BI dashboard at Homesberg, I noticed that the dashboard was loading slowly, especially when filtering large datasets. This was affecting the user experience and the efficiency of the team relying on this data.
   * **Task:** My task was to identify the cause of the performance issue and implement a solution to optimize the dashboard's load times and responsiveness.
   * **Action:** I took the following steps to resolve the issue:
     + Analyzed Query Performance: I used Power BI's Performance Analyzer to track the time taken by each visual and query. This helped me identify that the bottleneck was due to inefficient queries and large data volumes.
     + Optimized Data Model: I reviewed the data model and made optimizations by reducing the number of calculated columns and measures, which were recalculating on the fly, and instead pre-calculated them during the ETL process.
     + Reduced Data Load: I implemented data reduction techniques such as filtering out unnecessary columns and rows before loading data into Power BI, thereby reducing the dataset size.
     + Used Aggregations: For larger datasets, I used aggregation tables to speed up the retrieval of summary data, which reduced the query load on the primary tables.
   * **Result:** These optimizations significantly improved the dashboard's performance, reducing load times by over 50%. The end users were able to interact with the dashboard more smoothly, leading to a better overall experience and faster decision-making.
7. **How do you approach stakeholder management when gathering requirements for a new report or dashboard?**
   * **Situation:** At Restrata, while working on the UNHCR Global Fleet Management Program, I was tasked with developing a new dashboard to provide real-time insights for the operations team. Gathering accurate and comprehensive requirements from various stakeholders was crucial for the project's success.
   * **Task:** My responsibility was to ensure that the requirements gathered from different stakeholders were clear, aligned with business goals, and feasible to implement.
   * **Action:** I approached stakeholder management with the following steps:
     + Initial Meetings: I organized initial meetings with key stakeholders, including team leads from operations, finance, and logistics, to understand their specific needs and expectations for the dashboard.
     + Active Listening: During these meetings, I practiced active listening, asking clarifying questions to ensure I fully understood their pain points and objectives. I also documented their input carefully.
     + Requirement Prioritization: I worked with the stakeholders to prioritize requirements based on their impact and feasibility, ensuring that the most critical features were addressed first.
     + Regular Updates: I maintained regular communication with the stakeholders throughout the development process, providing updates on progress and seeking feedback to make necessary adjustments.
     + Prototyping: Before finalizing the dashboard, I shared a prototype with stakeholders to gather their input and ensure the design met their expectations. This collaborative approach helped in refining the final product.
   * **Result:** This approach led to the successful development of a dashboard that met all stakeholder needs, was delivered on time, and was highly regarded for its usability and effectiveness. The stakeholders appreciated the transparency and collaboration throughout the process, which strengthened our working relationship.
8. **Describe a time when you implemented an innovative solution in your reporting processes. What was the impact?**
   * **Situation:** While working as a Data Operations Specialist at Pfizer, I was responsible for managing and delivering business reports that required significant manual data processing. This process was time-consuming and prone to errors, which often delayed report delivery.
   * **Task:** I was tasked with finding a way to streamline the reporting process, reducing the time spent on manual tasks while improving accuracy.
   * **Action:** I implemented an innovative solution by automating the data processing using Python. I learned and applied Python’s scripting capabilities, specifically focusing on automating repetitive tasks like data extraction, transformation, and loading. Additionally, I integrated these automated processes with our existing reporting tools, creating a seamless workflow that automatically updated reports with the latest data.
   * **Result:** The implementation of this automated solution reduced the manual workload by 50%, significantly speeding up the reporting process and eliminating errors. This not only improved the efficiency of our team but also allowed us to deliver reports more quickly, leading to faster decision-making and a more agile business response. The solution was so effective that it was adopted by other teams within the organization.
9. **Tell me about a time when you had to quickly adapt to a significant change in a project. How did you handle it?**
   * **Situation:** While working on a data automation project at Restrata for the UNHCR Global Fleet Management Program, we were informed midway through the project that the scope had changed significantly. The new requirements included additional data sources and more complex reporting metrics, which needed to be integrated into our existing system on a tight deadline.
   * **Task:** I was responsible for adapting our current project plan to accommodate these changes while ensuring that we still met the original deadlines and maintained data accuracy.
   * **Action:** To handle this, I first organized an emergency meeting with my team and the key stakeholders to fully understand the new requirements and the reasons behind the changes. I then reassessed our project timeline and resource allocation, identifying areas where we could streamline processes to save time. I worked closely with the development team to integrate the new data sources, ensuring that our ETL (Extract, Transform, Load) processes were updated accordingly. We also implemented agile methodologies, breaking the project into smaller sprints to manage the new scope more effectively and deliver incremental updates to the stakeholders. Throughout the process, I maintained regular communication with all parties involved to manage expectations and ensure that everyone was aligned with the new goals.
   * **Result:** Despite the significant change in scope, we successfully integrated the additional data sources and delivered the enhanced reporting system on time. The adaptability of our approach was praised by the stakeholders, and the final product exceeded their expectations, providing them with even more valuable insights than initially planned.
10. **Give an example of how you have worked to improve the capabilities of your team or colleagues in the past.**
    * **Situation:** While working as a Data Operations Specialist at Pfizer, our team welcomed a new member, Sıdal. As she was new to both the company and the role, she needed support during her onboarding process and while getting up to speed with our projects.
    * **Task:** My task was to ensure that Sıdal quickly became comfortable with her new environment, understood our workflows, and could contribute effectively to the team's projects.
    * **Action:** I took the initiative to guide her through the onboarding process, providing her with the necessary resources and training materials. I scheduled regular check-ins to answer any questions she had and walked her through our key projects and tools, such as Python and our data management systems. I also made sure to involve her in team discussions and encouraged her to share her insights, which helped her integrate into the team more smoothly.
    * **Result:** Thanks to this support, Sıdal was able to adapt quickly to her new role and started contributing to our projects sooner than expected. Her successful integration into the team not only improved our overall productivity but also strengthened our team’s collaboration. She later mentioned that the guidance and support she received during her onboarding were instrumental in her positive experience at Pfizer.
11. **Describe a situation where you had to balance the needs of a customer with budgetary or resource constraints. How did you manage it?**
    * **Situation:** While working as a Data Analyst at Restrata, one of our clients requested a comprehensive dashboard that provided real-time insights into property rental trends. However, the client had a limited budget and tight deadlines, which restricted the resources we could allocate to the project.
    * **Task:** My task was to deliver a high-quality dashboard that met the client's needs while staying within the budget and resource constraints.
    * **Action:** To manage this, I first prioritized the client's most critical requirements by discussing with them to understand which features were essential and which could be scaled back or delayed for future development. I proposed a phased approach where we would first deliver the core functionalities that aligned with their immediate business needs. Next, I optimized our use of resources by leveraging existing tools and datasets to avoid unnecessary expenses. I also streamlined the development process by using pre-built components and templates where possible, which reduced both time and cost. Throughout the project, I maintained open communication with the client, providing regular updates and managing their expectations regarding what could be delivered within the constraints.
    * **Result:** The project was completed on time and within budget, and the client was satisfied with the dashboard’s functionality. The phased approach allowed them to start using the dashboard immediately, with the option to add additional features later as their budget allowed. This solution not only met their immediate needs but also positioned us as a flexible and client-focused partner.
12. **Can you provide an example of a time when you had to make a difficult decision with limited information? What was the outcome?**
    * **Situation:** While working as a Business Partner at Pfizer, I was involved in a project where we needed to forecast sales for a new product launch. However, due to the novelty of the product and the market, we had very limited historical data to base our projections on.
    * **Task:** My task was to develop a sales forecast that would guide our marketing and production teams, despite the lack of comprehensive data.
    * **Action:** Given the limited information, I decided to use a combination of analogous forecasting and expert judgment. I identified similar products that had been launched in comparable markets and used their performance as a reference point. I also consulted with our sales and marketing teams to gather qualitative insights about potential market reception and customer behavior. To mitigate the uncertainty, I created several forecast scenarios—best case, worst case, and most likely—allowing the teams to plan for various outcomes. I clearly communicated the limitations of each scenario to ensure that decision-makers understood the risks involved.
    * **Result:** The forecasts provided a reasonable basis for the marketing and production teams to plan their strategies. While the actual sales fell between the most likely and best-case scenarios, the preparation for different outcomes helped the company manage inventory effectively and adjust marketing efforts in real-time. My approach demonstrated the value of combining data-driven analysis with expert insights in situations with limited information.
13. **How have you contributed to promoting a safety culture in your previous roles, especially in data reporting or analysis?**
    * **Situation:** In my role as a Business Partner at Pfizer, I was involved in a project where we analyzed data related to pharmaceutical manufacturing processes. Given the sensitive nature of the data and its impact on product safety, it was crucial to ensure that our reporting processes promoted a strong safety culture.
    * **Task:** My responsibility was to ensure that the data we reported was accurate, comprehensive, and used in a way that enhanced safety practices within the manufacturing processes.
    * **Action:** I took several steps to contribute to the safety culture:
      + Data Accuracy: I implemented rigorous data validation and cleansing processes to ensure that the information we provided was accurate and free from errors that could lead to unsafe decisions.
      + Compliance Monitoring: I created reports that specifically tracked compliance with safety protocols, highlighting any deviations from standard operating procedures. This allowed the manufacturing team to address potential safety issues proactively.
      + Training and Awareness: I organized workshops to train team members on how to interpret safety data correctly and use it to improve decision-making processes. This included emphasizing the importance of data integrity and how it directly relates to maintaining high safety standards.
      + Continuous Improvement: I also established feedback loops with the safety and quality assurance teams, where we regularly reviewed the data reporting processes and made improvements to enhance safety monitoring.
    * **Result:** These efforts helped to ensure that our manufacturing processes remained compliant with safety standards and that potential risks were identified and addressed promptly. The proactive use of accurate data in safety reporting contributed to a safer work environment and reinforced the importance of data integrity in promoting a safety culture.