

# HENRY KARU GITHUTHUA

## Data Analyst

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### Professional Summary

I'm a passionate and detail-oriented Data Analyst with hands-on experience in turning raw data into meaningful insights. I work with tools like Excel, SQL, and Python to help clients make smarter, data-driven decisions. Over time, I've expanded into prompt engineering, where I help streamline content and automation workflows using AI. My background also includes managing a local spare parts business, which sharpened my skills in customer service, leadership, and problem-solving. I enjoy finding patterns, solving real-world challenges, and continuously learning new ways to use data for impact.

### Key Skills

#### Technical & Analytical:

- Microsoft Excel (Advanced Formulas, Pivot Tables, Dashboards)
- SQL (Data extraction, joins, filtering, query optimization)
- Python (Pandas, NumPy, Matplotlib, Seaborn)
- Power BI & Google Data Studio (Data visualization & storytelling)
- Data Cleaning & Preprocessing
- Web Scraping (BeautifulSoup, Requests)
- Prompt Engineering (ChatGPT, Gemini, Claude, Midjourney)
- Exploratory Data Analysis (EDA)
- Dashboard Design & Reporting

#### Soft Skills:

- Problem-Solving & Critical Thinking
- Communication & Client Collaboration
- Time Management & Remote Work Discipline
- Team Leadership & Customer Service
- Adaptability & Fast Learning

## **Professional Experience**

### **Freelance Data Analyst**

Remote – Upwork & Direct Clients | Jan 2024 – Present

- Analyzed large datasets using Excel, SQL, and Python to deliver actionable insights to clients in retail, finance, and service sectors.
- Designed interactive dashboards with Power BI and Google Data Studio for reporting and decision-making.
- Performed data cleaning, transformation, and visualization for performance tracking and growth analysis.

### **Freelance Prompt Engineer**

Remote – AI-Powered Content & Automation | Feb 2024 – Present

- Created optimized prompts for AI models (ChatGPT, Claude, Gemini) for content generation, marketing, and automation.
- Designed prompt templates for writing, idea generation, customer support, and data prep.
- Streamlined repetitive tasks for small businesses and digital creators.

### **IT Intern – Kenya Prisons Service Headquarters**

Nairobi, Kenya | May 2024 – Sep 2024

- Assisted in network administration (system configuration, cabling, connectivity troubleshooting).
- Supported database management: record updates, data queries, backups.
- Provided helpdesk support using Microsoft Office (Excel, Word, PowerPoint).

### **Sales Manager & Shop Assistant**

Local Spare Parts Business, Nairobi | 2021 – 2023

- Managed sales, customer service, and inventory in a high-demand retail setting.
- Boosted monthly sales through customer engagement, stock optimization, and record-keeping in Excel.

## **Education & Certifications**

### **Bachelor of Science in Information Technology**

Murang'a University of Technology, Kenya

Completed coursework; awaiting graduation – 2025

### **Kenya Certificate of Secondary Education (KCSE)**

Kanjuri High School | 2017 – 2020

Grade: B- (Minus)

### **Certifications:**

- Data Analysis Certification – Coursera
- Data Analytics Fundamentals – Cisco Networking Academy
- Excel for Data Analysis – DataCamp
- Prompt Engineering Fundamentals – Simplilearn

### **Portfolio & Links**

- GitHub: <https://github.com/karu254>
- Portfolio: <https://karu254.github.io/portfolio-website/index.html>
- LinkedIn: <https://www.linkedin.com/in/henry-karu-analyst/>

### **Languages**

- English: Native-level proficiency
- Kiswahili: Proficient