

# MAMTA KASHYAP

## Data Analytics

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### SUMMARY

I am an accomplished Data Analytics professional with expertise in advanced Excel, Power BI, Tableau, and SQL. I am proficient in data collection, analysis, and visualization to drive strategic decisions. I have a demonstrated ability to create comprehensive dashboards and reports to enhance performance and attrition analysis. My skills in analytical thinking and communication have led to delivering actionable insights and recommendations for data management.

### SKILLS

advanced excel · Data Mining ·  
data validation · Data Visualization ·  
Data Warehousing · EDA · EXCEL ·  
Exploratory Data Analysis · Github · HTML ·  
KPI · MongoDB · Power BI · Python · SQL ·  
statistics · Strategic Planning · Tableau

### CERTIFICATION

#### Tableau & Power BI Certifications

Tableau & Power BI certifications from  
Learnbay

#### SQL & MongoDB Certifications

SQL & MongoDB certifications from  
Learnbay

#### Advanced Excel for HR Analytics Certification

Advanced Excel for HR Analytics  
certification from Learnbay

#### Data Analyst Certificate

Data analyst certificate from Cognifyz

### EDUCATION

#### MBA HR

Madan Mohan Malaviya University of  
Technology  
2015 - 2017

#### BSC

Mahatma Gandhi Post Graduate College  
2012 - 2015

### EXPERIENCE

#### Power BI Internship

11/2024 - 12/2024

##### Cognifyz Technologies

A company focused on data analytics and decision-making solutions.

- Conducted data exploration and summary analysis, calculating key statistics and generating summary visualizations.
- Performed gender-based analysis to uncover trends in investment preferences.
- Analyzed the correlation between savings objectives and investment choices using detailed visual comparisons.
- Evaluated investment durations and monitoring frequencies, identifying patterns and preferences.
- Created a comprehensive Power BI dashboard, integrating insights across multiple analyses with interactive visualizations and user-friendly design.

#### Data Analyst Intern

10/2023 - 10/2024

##### LearnBay

An educational company focusing on providing data analytics training and internships.

- Assist in gathering, cleaning, and preparing large datasets from multiple sources for analysis using SQL and Excel.
- Create interactive dashboards and visualizations in Power BI to present key insights and trends to stakeholders.
- Write optimized SQL queries to extract, transform, and analyze data to support business decision-making.
- Perform exploratory data analysis (EDA) using Python to identify patterns, correlations, and actionable insights.
- Support the team in developing automated reporting solutions and pipelines using Python and data visualization tools.
- Collaborate with senior analysts and clients to understand business requirements and deliver tailored analytics solutions.
- Conduct data validation and quality checks to ensure the accuracy and reliability of data outputs.

### PROJECTS

#### Employee Performance and Attrition Analysis for HR Department using Power BI

Project focusing on employee performance and attrition analysis to support HR.

- Reduced employee attrition by {15%} using Power BI analysis on {250} employee performance data points.
- Collect employee data including ID, department, job role, tenure, age, gender, education level, and marital status.
- Visualize employee performance metrics and create dashboards for HR decision-making.
- Identify high performers and areas needing improvement.

#### Hospital Management System (HMS)-SQL

Development of a database system for a hospital to manage critical patient information.

- Developed a comprehensive database schema for managing appointments, patients, doctors, and medical history using SQL.
- Improved appointment tracking efficiency by {20%} by creating complex SQL queries and stored procedures.
- Implemented triggers to automate tasks related to appointments and medication costs.

#### Super Store Sales Summary Dashboard

Creating a dashboard to provide insights into sales performance of the Super Store.

- Increased sales analysis efficiency by {50%} resulting from developing an interactive dashboard using Power BI.
- Visualized KPIs including Total Sales (\$134K), Total Quantity Sold (3K units), and Profit (\$15K).
- Analyzed sales distribution across various regions and categories.

## PROJECTS

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### Corporate Leadership Diversity Dashboard-Power BI

Analyzing corporate leadership diversity through a visual dashboard.

- Developed a Power BI dashboard to analyze gender diversity and age trends of directors.
- Identified insights on gender underrepresentation in certain sectors.