

# MANSHI PANDYA

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## PROFESSIONAL SUMMARY

Entry-level Data Analyst with an ICT Engineering diploma, solid grounding in Python and Power BI, and currently upskilling through a structured Data Analyst program. Comfortable with data preparation, dashboarding, and translating findings into actionable recommendations. Motivated, fast learner with a strong problem-solving mindset.

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## INTERSHIPS

### SAI IMPEX - ELECTRONICS DEPARTMENT

JAN 1 -APRIL 28

- Worked as part of the electronics and communication team, handling design, testing, and maintenance of electronic systems. Collaborated with cross-functional teams to support product development and ensure efficient workflow. Assemble spike guards , PCB assembling , cables are key equipment for laser cutting machine
- Designed and tested PCB OF COMPUTER NUMERICAL CONTROLLER
- Maintained and troubleshooted embedded systems and communication modules

### AWS { AMAZON WEB SERVICES } - SOLUTION ARCHITECHTURE JOB SIMULATION

- Completed a Solutions Architecture Job Simulation with AWS through Forage in February 2025. Gained hands-on experience in designing a simple, scalable, and reliable hosting architecture, simulating real-world challenges faced by cloud architects.

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#### Tech-Skills

- Excell
- Statistics
- MySQL
- Python (Pandas , Numpy )
- Data Visualization
- Data Scrapping
- power BI

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#### Soft-Skills

- Time Management
- Leadership
- Effective Communication
- Adaptability
- Continuous Learning
- Teamwork

## EDUCATION

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### Diploma In Information and Communication Technology

Government Polytechnic for Girls ,Surat , Athvagate  
Completed year : 2025

## CERTIFICATIONS & COURSES

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- Advanced Data Analytics (on-going)
- Leadership by Harvard (Self-paced Course)

## PROJECTS

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### Employee Attrition Dashboard

Built an interactive Excel dashboard to analyze employee attrition trends using pivot tables, charts, and slicers. Helped visualize key HR insights to support data-driven decisions.

### Indian Car Sales Dashboard (Excel)

Created an Excel dashboard to visualize and analyze sales data of various car types across India. Used pivot tables, charts, and slicers to track trends and compare performance by brand, type, and region.

## ADDITIONAL INFORMATION

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- Languages: English (Fluent), Hindi (Fluent), Gujarati (Fluent )
- Work Eligibility: Authorized to work in the India
- Availability: Open to remote or hybrid roles, willing to relocate
- Interests: Open data initiatives, data visualization art, volunteer data mentoring, dashboards



**Forage**

Inspiring and empowering  
future professionals

# Pandya Manshi

## Solutions Architecture Job Simulation

### Certificate of Completion

February 27th, 2025

Over the period of February 2025, Pandya Manshi has completed practical tasks in:  
Designing a simple, scalable, hosting architecture

**Tom Brunskill**  
CEO, Co -Founder of  
Forage

Enrolment Verification Code EE8Yg84TBz3bgnDHk | User Verification Code o9uZtbQbQzm6SqF8j | Issued by Forage

Verified  
Certificate



This is to certify that

**Pandya Manshi**

successfully completed and received a passing grade in

**LEAD1x:Exercising Leadership:  
Foundational Principles**

a course of study offered by HarvardX, an online learning initiative  
of Harvard University.

**Maurilio Pugliesi**

Professor

UniversityX

**Justine Doe, Ph.D.**

Professor

UniversityX



Verified Certificate

Valid Certificate ID

Issued Month / Year

12345678901234567890

GSTIN : 24AASPK6465F1ZE  
PAN : AASPK6465F  
IEC No. : 5201004806



VAT/TIN : 24222703726 Dt. 19/12/2007  
CST/TIN : 24722703726 Dt. 19/12/2007

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DATE – 29-04-2025

### TO WHOM IT MAY CONCERN

This is to certify that, **Ms. Manshi Mrugeshbhai Pandya** Enrollment No **226150332036**, student of Government Polytechnic for Girls, Surat has successfully completed a 16 Weeks internship in the field of Assembly spike guard, basic knowledge about electronics component, PCB assembling & cables are key equipment for Laser Cutting Machine from 01/01/2025 to 28/04/2025 under the guidance of Arju Patel (Senior of EC-Production Department).

Her internship activities include PCB assembling and solder desolder cables, lugs, components & operating laser system.

During the period of her internship with Sai Impex, she had been exposed to different processes and was found Activeness towards provided works and hardworking to finish task in timely manner.

We wish her success in career.

FOR SAI IMPEX

PROPRIETOR