Paul Waweru

Data Analyst | Python | R | SQL | Power BI

Tel: 0798 100084 | Email: mburupaul1223@gmail.com | Nairobi, Kenya

Professional Summary

Detail-oriented and passionate data analyst with a BSc in Statistics and hands-on experience in data cleaning, reporting, visualization, and database handling. Proficient in Python, R, SQL, and Power BI, with a proven ability to draw actionable insights from complex data. Strong communication skills, a collaborative mindset, and a desire to contribute meaningfully to data-driven decision-making.

Technical Skills

- Python (Pandas, NumPy, Matplotlib)

- R (tidyverse, ggplot2)

- SQL (MySQL/PostgreSQL), Power BI, Excel

- Data cleaning, analysis, and visualization

- Critical thinking, teamwork, adaptability, communication

Work Experience

Data Analysis Intern - KRA - Domestic Tax Department

Jan 2023 - Dec 2024

- Analyzed and cleaned taxpayer transaction data using Excel and SQL.

- Conducted eTIMS registration and led taxpayer education sessions.

- Generated regular reports and supported filing and bookkeeping processes.

- Delivered front-line customer support and handled ad hoc tasks.

School Manager - Food4Education

Jan 2022 - Dec 2022

- Registered parents and students onto the Tap2Eat platform.

- Promoted awareness about the feeding program and managed daily operations.

- Facilitated digital tapping during lunch and resolved parent/student queries.

Deputy Presiding Officer - IEBC

Jul 2022 - Aug 2022

- Assisted in overseeing voting activities and managing election logistics.

- Maintained transparency, accurate reporting, and team coordination.

Data Assistant (Intern) - County Government of Kiambu

Apr 2021 - May 2021

- Contributed to quarterly project implementation and reporting.

- Supported budget preparation and general administrative tasks.

Education

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- BSc. Statistics - JKUAT, Second Class Honours (Upper Division), 2021
- KCSE - B+ (70 points), Kiaguthu Boys High School, 2016
- KCPE - 354 marks, Matopeni Primary School, 2012

Certifications

- Python for Data Science - DataCamp (2024)

Projects & Interests

- Passionate about analyzing open-source datasets to generate insights.
- Frequent user of Kaggle, GitHub, and online data tools to sharpen skills.
- Volunteer with Rotaract Club and PA Bronze Award recipient.
- Writes blog posts on statistics, data science, and community impact.

Referees

- Mrs. Sofia N. Kamau - Deputy Director, Finance & Planning - 0722 709160
- Meshack Koskei - Assistant Manager, KRA Domestic Taxes - 0724 558856
- Robert Mwaniki - Pastor, GRC Christian Church - 0711 82510