

MOHAMMAD TAYYAB KHAN

Data Analyst

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♀ Warangal, Telangana

PROFILE SUMMARY

Detail-oriented Analyst skilled in transforming data into meaningful insights through data collection, reporting, and dashboard automation using Excel, Power BI, and SQL. Skilled in preparing accurate daily, weekly, and monthly MIS reports, analyzing KPIs, and supporting management decisions through data-driven insights. Adept at maintaining data integrity, coordinating with cross-functional teams, and ensuring timely delivery of analytical reports.

EDUCATION

B. Com (Computer Applications), Kakatiya Government Degree College — 2021–2024

INTERNSHIP

Data Analyst Intern

July 2025 – Oct 2025

AIvariant

Bengaluru, India

- Supported the data analytics and reporting team by collecting, cleaning, and analyzing large manufacturing datasets using Excel, SQL, and Power BI.
- Assisted in the automation of daily and weekly reports, improving reporting accuracy and reducing manual effort through Excel formulas and macros.
- Contributed to dashboard development and maintenance, ensuring timely updates of key business metrics and performance indicators.
- Coordinated with production and operations teams to identify data gaps, validate information, and ensure consistency across reports.
- Helped in monitoring KPI trends and preparing performance summaries for management review meetings.
- Provided data-driven insights to support decision-making in areas such as production efficiency, cost control, and process improvement.
- Ensured data integrity and compliance with internal reporting standards while maintaining documentation for analytical processes.

TECHNICAL PROFICIENCY:

- **Database & Languages:** SQL (MySQL, MS SQL Server), Python
- **BI & Visualization:** Power BI, Tableau
- **Packages:** Microsoft Excel, Google Sheets, Microsoft Power Point, Microsoft Word
- **Core Competencies:** Data Analysis, Data Interpretation, Statistics, ETL Processes, Advanced Excel, MIS Reporting, KPI Tracking, Data Integrity, Stakeholder Coordination.

CERTIFICATES:

- **Data Analytics Certification.** - ExcelR
- **Data Visualisation:** Empowering Business with Effective Insights -Tata Forage

PROJECT

Superstore USA Analytical Dashboard| Excel, Tableau

- Designed and developed an interactive Tableau dashboard to analyze key KPIs, including Total Sales, Profit Margin, Return Rate, and Segment-wise Performance.
- Performed data cleaning and validation on raw sales data in Excel to ensure accuracy and consistency before visualization.
- Created dynamic charts and filters for category-wise, region-wise, and sub-category analysis, enabling deeper business insights.
- Streamlined reporting in Excel by implementing advanced formulas and pivot tables, cutting report preparation time by 20%.
- Analyzed sales trends and customer segments to identify top-performing categories and underperforming regions.
- Delivered actionable insights that enhanced data-driven decision-making and improved overall reporting efficiency.
- Utilized Excel and Tableau to build a unified analytical dashboard for real-time business performance monitoring.
- Presented actionable insights that highlighted profitability trends and business growth opportunities.

Stock Market Analytics |SQL, Power BI

- Developed a comprehensive stock market analytics dashboard in Power BI to track and visualize critical KPIs such as Total Market Capitalization, Average Daily Trading Volume, Top Performing Sector, Dividend Yield, Order Execution Rate, and Trader Performance (P&L).
- Managed the ETL process by extracting, cleaning, and transforming large datasets using SQL to ensure data integrity for analysis.
- Implemented DAX calculations and measures in Power BI to dynamically compute portfolio returns, risk metrics, and trading performance indicators.
- Created interactive visuals, drill-down reports, and slicers to allow stakeholders to explore market trends, sector performance, and portfolio insights in real time.
- Conducted trend and variance analysis to identify high-performing sectors, evaluate portfolio efficiency, and assess trading outcomes, supporting strategic investment decisions.
- Delivered data-driven insights that enabled stakeholders to monitor portfolio health, improve trade execution efficiency, and optimize investment strategies.