Pawan Sharma

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SUMMARY

To leverage my expertise in Advance Excel, SQL, Power BI and Tableau to contribute to the success of a data-driven organization as a data analyst. Seeking a challenging role that offers opportunities for growth and development while allowing me to apply my analytical skills to drive business insights and strategic decisions.

TECHNICAL SKILLS

- **Languages**: Advance Excel, SQL, Power BI and Python(Learning)
- **Libraries**: Pandas, Numpy, Matplotlib, Clustering, Decision Trees

EDUCATION

Master Certification in Data Science   Feb '23

Simplilearn Certified in collaboration with IBM   Bengaluru, IN

Course Modules:

- Data Science with Python | Advance Excel | Data Visualization with Tableau and Power BI.

Bachelors in Technology (Electrical Engineering)   May '17

MM Engineering College   Mullana-Ambala, IN

- **CGPA:** 8.89/10.0

PROFESSIONAL EXPERIENCE

Senior Executive Analyst   Sep '21 - Present

India Shelter Finance Cooperation Limited   Gurugram, IN

- Create, extract and perform complex MIS reports utilizing various database and providing recommendations to different levels of management.
- Analysing customer data to identify trends and patterns, leading to improved marketing strategies.
- Generating reports to track key performance indicators (KPIs) for various departments within the organization.
- Creating dashboards and visualizations to communicate insights to Stakeholders.
- Conducted comprehensive data analysis on financial datasets using SQL and Excel, providing insights on revenue, expenses, and profitability to support strategic decision-making.
- Created interactive dashboards and reports using Tableau, presenting data-driven insights to senior management for informed decision-making.
- Reviewing the loan file after loan approval and preparing all loan closing documents with high accuracy to be signed by the borrower prior to finding.
- Working closely with the senior leadership team on different projects and risk management tasks.
- Conducting health check of loan origination audits & recommendations improvement by creating/modifying SOPS & checklist.
- To ensure consistency in TAT during operation analysis as well as maintaining reporting.
- Developed and maintained complex financial models and automated reporting templates using advanced Excel functionalities, resulting in a 30% reduction in report preparation time.
- Prepared and presented clear and concise reports, highlighting key findings and recommendations to non-technical stakeholders.
- Utilized SQL queries to extract, transform, and load large datasets from various databases, ensuring data integrity and accuracy

SKILLS

- Strong understanding of data analysis, data visualization, and Machine learning algorithms.
- Proficient in Python programming with experience using libraries such as Pandas, Numpy and Matplotlib.
- Advanced proficiency in Microsoft Excel, including proficiency in functions such as VLOOP, INDEX/MATCH, Pivot Tables and Power Pivot.
- Familiarity with advanced Excel features such as conditional formatting, data validation and text manipulation.
- Knowledgeable in data visualization techniques including creating charts, graphs and dashboards using Excel and Tableau
- Working knowledge of Salesforce
- Proficient in Business Requirements Document (BRD) writing and experienced in User Acceptance Testing (UAT) for ensuring successful project delivery.
- Advanced proficiency in SQL, including proficiency in functions such as Data Querying, Data Manipulation, Data Extraction, Data Visualization, Data Mining, ETL (Extract, Transform, Load), Joins (INNER JOIN, LEFT JOIN, etc.), Indexing.
- SQL: Experienced in writing SQL queries to extract, transform, and load data from various databases, ensuring data integrity and accuracy.
- Communication and Presentation: Excellent verbal and written communication skills, with the ability to convey complex findings and insights to non-technical stakeholders.

DATA SCIENCE PROJECTS

- **Project 1: Comparative Study of Countries with the help of Excel and Tableau.**
- Creating Dashboard to compare all the parameters like income, life insurance share, market share, penetration, ratio of reinsurance accepted and retention ratio to open new branches for different countries.
- **Project 2: Fraud Detection System for a Financial Institution**
- Worked on a team to build a fraud detection system for a financial institution using logistics regression and decision tree algorithms.
- Perform feature engineering and data preparation to prepare the dataset for modeling training.
- Evaluated the performance of the models using metrics such as precision, recal, and F1 score.