

# Pardeep Singh

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## EXECUTIVE SUMMARY

**Financial Data Analyst** with 7 years of experience in financial reporting, forecasting, budgeting, and data visualization. **Certified in Power BI**, with expertise in **DAX, Power Query, and Advanced Excel** (PivotTables, Macros, XLOOKUP). Proven ability to build automated dashboards and reporting tools that streamline decision-making, reduce reporting time, and drive cost savings. Skilled in **financial modeling, variance analysis, and trend forecasting**, with hands-on experience using **SAP** for performance measurement, budgeting, and payout processing. Adept at **validating large datasets**, ensuring data integrity, and optimizing processes across FP&A and Treasury functions. Strong collaborator across **IT, procurement, and finance teams**, with a track record of aligning data insights with strategic business goals.

## SKILLS

- **Certifications:** Power BI (Microsoft), Design Thinking Practitioner (IBM), MySQL for Data Analytics and Business Intelligence
- **Databases and Languages:** MySQL, Python, ETL (Extraction Transform and Load), Databricks
- **Visualization Tools:** Power BI **DAX** (Data Analysis Expressions), Tableau, Visio
- **Microsoft Office Suite:** Advanced Excel, Macros, Pivot Tables, VLOOKUP, Formulas, Word, PowerPoint, PowerPivot, PowerQuery
- **Functional Expertise:** Financial Planning & Analysis (FP&A), Financial Reporting, Strategic Planning, Forecasting & Budgeting, Data Validation, Process Automation, Risk Assessment & SOX Compliance, Treasury, ALM, SAS, SAP, JIRA, SharePoint, Confluence

## EXPERIENCE

**Freelancing** **Financial Planning & Analysis (FP&A) Consultant** Aug 2024- Present

- Following a restructuring at Bell, transitioned to freelancing, providing consulting in **financial planning, forecasting, budgeting, data analysis and financial modeling** to support strategic decision-making for growing businesses.
- Currently working on an ongoing project with **Eco-Clean Solutions**, contributing significantly by conducting **market analysis**, advising on **revenue forecasting, compensation structures**, designing automated **Excel templates and dashboards**, resulting in a **25% reduction** in reporting time, **18–20% cost savings**, plus streamlined business processes through **automation & process optimization**.

**Bell, Toronto** **Financial Data Analyst- Strategic Planning** Nov 2021- Aug 2024

- Oversaw a portfolio of approximately **3,500 employees**, collaborating with the **finance team** to allocate budgets. Validated the work of **Performance Managers** and **in-house software**, addressed irregularities, and uploaded payouts into **SAP** for timely processing.
- Led a project to optimize budget allocation, achieving **15% cost savings** by enhancing **revenue forecasting models** through **trend analysis** and **KPI monitoring**, reducing financial risk.
- Developed and maintained **financial models, dashboards, and reporting processes** using **Excel** and **Power BI**, ensuring timely and accurate **financial reporting**, and assisting with **budgeting and forecasting** activities.
- Streamlined work for Performance Managers by creating **automated templates** and **macros**, reducing task completion time by **30–35%** and improving operations through automatic **data validation** from multiple sources.
- Provided recommendations based on **Impact Analysis** and **Quantitative Analysis** to ensure new segments were **competitively compensated** and market payouts remained **fair**. Managed **portfolio queries** and ensured all **validations** were completed **on time**.

**Citi Bank, India** **Financial Analyst- Trade & Treasury Operations** Oct 2018- Aug 2019

- Optimized reporting by consolidating datasets and maintaining accurate records in **Oracle**, reducing reporting time by 25% and improving **treasury data** accuracy. Applied advanced **Excel** functions like **Pivot Tables** and **VLOOKUP** for data integration and payment processing, while coordinating with **partner banks** to ensure seamless client service during technical issues.
- Developed **periodic financial reports** using advanced **data visualization** to help managers identify **profitable products**. Conducted **audits** to ensure **regulatory compliance** and timely submission to the **Reserve Bank of India**.

**Citi Bank, India** **Sales & Service Analyst- Credit Cards** Oct 2016- Oct 2018

- **Streamlined** credit card maintenance workflows by developing a **standardized request-tracking system**, reducing **processing time** by **20%** and enhancing **customer satisfaction**.
- Managed **credit card operations**, including **international travel maintenance requests** and **loan approvals**, by evaluating **risk profiles** to ensure compliance with internal credit policies.

## EDUCATION

**Fanshawe College, London, ON** Post-Grad. Certificate- Business Mgt (GPA:3.9 / 4.2)- **Dean's Honour Roll** Sep 2019– Jan 2021

**Punjab Technical University, India** Bachelor of Computer Applications (**First Division with Distinction**) Aug 2013– May 2016