

PETCHIMUTHU M

✉ petchimuthum002@gmail.com ☎ 9150473190 📍 Aruppukottai

PROFESSIONAL SUMMARY

Detail-oriented graduate with strong skills in **Python, SQL, Excel, and Power BI**. Experienced as a **Data Reporting & Analysis Associate at Reliance**, where I managed **sales and stock reports**, resolved **data discrepancies**, and provided **insightful dashboards** to support decision-making. Proficient in **data cleaning, visualization, and business intelligence reporting**, with a passion for turning raw data into meaningful insights that drive business growth.

SKILLS

Technical Skills: Python (Pandas, NumPy) SQL (Data Cleaning, Joins) Power BI MS Excel	Soft Skills: Analytical Thinking Problem- Solving Communication Attention to Detail Adaptability
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WORK EXPERIENCE

Data Reporting & Analysis Associate <i>Trends</i>	01/2024 – 06/2025 Aruppukottai
<ul style="list-style-type: none">• Maintained and updated Excel-based sales, stock, and performance reports using advanced formulas, Pivot Tables, and Macros.• Prepared weekly and monthly performance reports for management review and decision-making.• Collaborated with team members to ensure data accuracy and timely submission of reports.	

INTERNSHIP

Data Analyst Intern-Virtual <i>Novi Tech Research & Development</i>	05/2025 – 08/2025 Coimbatore
<ul style="list-style-type: none">• Collected, cleaned & transformed datasets using Python and SQL.• Built Power BI dashboards with DAX measures for KPI tracking.• Assisted in BI reports and trend analysis for decision-making.	

EDUCATION

B.Sc Chemistry <i>V.O.Chidambaram College</i> CGPA:- 8.4	06/2019 – 05/2022 Thoothukudi
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CERTIFICATION

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| • Data Analyst Intern Certificate – Novi Tech (2025) | • Power BI: Data Visualization – Great Learning (2024) |
| • Advanced of MS Excel-Simplilearn(2025) | • Python Course of Beginners-Scalers Topics (2025) |

PROJECTS

Sales & Performance Tracker Dashboard – Power BI

- Built an interactive dashboard to track **sales by region, city, product line, and customer type**.
- Created **DAX measures** for Total Sales, Profit, Orders, and Tax.
- Used **slicers, filters, and visuals** for dynamic data exploration and insights.