RAMANDEEP SIHRA

Data Analyst - Aspiring Data Engineer - MCP

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SKILLS

Software: MS PowerBI, Oracle RightNow, Power Automate, MS Excel, MS SharePoint, SAP-ERP, MS Access, SSMS, MS Dynamics, MS Power Automate, Power Apps

Data Concepts: ETL, Validation, Cleansing, Analysis, Manipulation, Visualization, Reporting

Languages: SQL, T-SQL, Python, DAX, Power Query M, VBA

PROJECTS

Government Contract   **Migrant Help Jul 22 - Now**

- Creating and maintaining over 10 Excel and Power BI KPI reports for a government funded contract.
- Testing outsourced over 10 Power BI KPI reports from a recently migrated Oracle Cloud database system.
- Creating Power BI and dashboards Power BI reports as requested by KPI owners.
- Created a dashboard embedded on Sharepoint sites for internal staff. GitHub

PC Land Database   **Personal - Feb - Nov 20**

- Created a fully functional T-SQL database and queries on it for a scenario based on a fictional PC shop. GitHub

Star Media Report   **Personal - Dec 19 - Jan 20**

- Created a report based on a fictional media company using synthetic data and statistics with Python, T-SQL and MS Excel. GitHub

WORK EXPERIENCE & ACHIEVEMENTS

Data Analyst, Migrant Help; London, UK   **Jul 22 - Now**

- Working closely with the Data Manager and IT team to support ongoing management, monitoring and maintenance of all elements of the data infrastructure and reporting.
- Producing, tracking, updating of KPI reports every week, month and quarter.
- Recognised by KPI owners almost monthly for improving the KPI reporting accuracy.
- Creating customized PowerBI reports and dashboards within the agreed deadlines across all departments and increasing the awareness of the data team.

Financial Systems Assistant, DB Schenker; London, UK   **Jan 19 - Jul 22**

- Created and updated the weekly Basware Invoice Approver report and MS Excel dashboards.
- Ran 5 UK and 3 Ireland daily reports in internal systems for the Shared Service Centre.
- Supported 50 global Master Data Management (MDM) teams as a UK & Ireland MDM Steward support contact and training team members on financial & logistics systems,

Finance Administrator, DB Schenker; London, UK   **Aug 16 - Dec 18**

- Processed and validated UK's supplier mail reaching daily target of 400 invoices.
- Created KPI reports to help train and monitor the administrators progress in data validation.

Partner Incentives Support Analyst, Microsoft; London, UK   **Dec 15 - Feb 16**

- Analysed, validated, and interpreted 50 incentive support requests and provided validation status reports to internal and external stakeholders.
- Performed audit checks on incentive requests, ran 2 MS Excel macro-based reports for data validation.
- Trained internal staff on SharePoint and a Dynamic CRM database.

EDUCATION & CERTIFICATIONS

- Microsoft Power BI Data Analyst Associate   **Microsoft 2024**
- Microsoft Technical Associate (MTA) - Python   **Microsoft 2022**
- Microsoft Certified Solutions Associate (MCSA) - SQL   **Microsoft 2021**
- BSc Business Management (Accounting)   **Brunel University 2014**