

# ABDUL RAZZAQ

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## OBJECTIVE

Motivated and detail-oriented data analyst with hands-on experience in data transformation, analysis, and visualization through internship and project work. Proficient in SQL, Python, Excel, and various BI tools such as Power BI and Tableau. Eager to apply my analytical skills and technical expertise to drive data-driven decision-making and deliver actionable business insights.

## WORK EXPERIENCE

### MeriSKILL

Data Analyst Intern

Bangalore

March 2024 - May 2024

- Successfully performed comprehensive data cleansing and transformation tasks using ETL processes, ensuring data integrity and accuracy.
- Developed a library of over 50 DAX functions, effectively enhancing data model performance and significantly reducing query times by 40%.
- Skillfully crafted dynamic and interactive data visualizations to effectively convey insights and facilitate data-driven decision-making processes.

### Sprinto

Market Research Analyst Intern

Bangalore

November 2022 - February 2024

- Skillfully developed engaging email subject lines that captured recipients' interest and boosted open rates.
- Conducted personalized research on individuals and companies through LinkedIn.
- Executed 35 email campaigns daily, each incorporating creative subject lines and personalized research.

### JustDial

Information Retrieval Officer

Bangalore

September 2021 - March 2023

- Demonstrated expertise in managing critical data as an IRO at JustDial, ensuring efficient retrieval processes and data integrity.
- Collaborated effectively with 5+ departments to streamline information retrieval processes, resulting in a significant 25% reduction in retrieval times and improved overall operational efficiency.
- Conducted detailed searches and analyses, improving information retrieval efficiency by 20%.
- Leveraged effective communication skills to understand customer needs and concerns, delivering prompt and accurate solutions.

## SKILLS

**Data Manipulation:** SQL for data querying, Python libraries (NumPy and Pandas) for data analysis.

**Data Analysis and Visualization:** Power BI, Tableau, Excel, Python, Qlik.

**Business Fundamental:** Strong foundation in business principles and concepts.

## EDUCATION

### ST JOSEPH'S UNIVERSITY

PG Diploma in Data Analytics

Bangalore

October 2023 - June 2024

Relevant Modules: Data Analytics and Visualization, Python, Statistics, Machine Learning, Power BI and SQL.

### SINDHI COLLEGE

Bachelor of Computer Applications - First Class Exemplary

Bangalore

July 2019 - October 2022

## PROJECTS | <https://github.com/razzaq1021/Projects>

### ABDUL'S PIZZA HOUSE (SQL)

- Managed over 1,000 pizza orders, 50+ menu items, and daily sales for Abdul's Pizza House.
- Created queries for efficient data retrieval and manipulation, improving data handling efficiency by 25%.

### HR DASHBOARD (POWER BI)

- Utilized Power Query for 99% accurate data transformation, employed 50+ DAX functions for key metrics, and crafted 20+ new measures for analysis.
- Managed data relationships, applied conditional formatting, and utilized Power Query, increasing efficiency by 30%.

### NETFLIX DASHBOARD (TABLEAU)

- Visualized Netflix content distribution across 50+ countries, identifying expansion patterns.
- Implemented filters for exploring movie or series descriptions, ratings, genres, release years, and durations, boosting user engagement by 20%.

## CERTIFICATIONS

- SQL for Data Analysis
- Power BI Essential Training (NASBA)
- Business analysis fundamentals - ECBA,CCBA,CBAP endorsed
- The Business Intelligence analyst course 2023 (Udemy)
- Microsoft Excel - Excel from beginners to advanced (Udemy)
- Python Data Analysis (NASBA)
- Qlik Sense Essential Training
- Excel for Business Analysts
- Tableau Essential Training (NASBA)
- Microsoft Power Automate Essential Training
- SharePoint Online Essential Training
- Data Science full course by Edureka