

RIYA YADAV

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Results-driven data analyst with over 2 years of experience in extracting, analyzing, and interpreting complex datasets. Hands on experienced in Advanced Excel, Advanced SQL, Python, and R to extract, clean, and analyze data.

EDUCATION QUALIFICATION

Bachelor of Computer Applications

Lovely Professional University, Jalandhar, Punjab (July 2017 – Oct 2020)

CGPA: **8.9**

AISSE (PCB)

Rai School, Kathmandu, Nepal (2014 - 2016)

CGPA: **8.2**

WORK EXPERIENCE

Data Analyst | Galytix

[April 2022 - Current]

- Developed, and refined risks, assets, and **insurance performance** of company-related data using analytics features.
- Automate processing of large amounts of data to improve real-time reporting with Python and SQL, saving ~50 hours of monthly labor.
- Acquired, identified, and analyzed data along with interpreting patterns from data sets using **statistical methods**.
- Cleaned and filtered data, assessed **data quality**, and created a **concise product**.
- Build and automate reports and dashboards that provide insights into business measurement and effectiveness.
- Skills – Python, Excel, SQL, Data Cleaning, Data Scraping, Data Wrangling.

Business Development Associate | Byjus

[April 2021 – November 2021]

- Analyze market data to generate insights and recommend strategic actions.
- Maintain regular communication to understand their needs and address concerns.
- Track and report on sales pipeline and conversion rates.
- Assist in identifying strategic opportunities for growth and expansion.
- Monitor progress toward business development goals and KPIs.
- Skills – Excel, Communications, Sales, Market Research, Networking, Adaptability, Presentation Skills.

Associate Technical IT Recruiter | Iconma

[November 2020 – March 2021]

- Review resumes and applications to assess candidate's qualifications and technical skills.
- Schedule and coordinate technical interviews with hiring managers and IT teams.
- Developed recruiting strategies to identify qualified candidates, utilizing specialized tools Like Monster, Career Builder, Dice and Job diva etc.
- Tracked candidates and pushed for feedback on disqualifications, time-to-fill statistics, and other variables.
- Skills – Sourcing, Candidate Screening, Interviewing, Market Knowledge, Attention to Detail.

PROJECTS UNDERTAKEN

Performance Tracking Dashboard Automation – Galytix Analytics Pvt Ltd.

[July 23 – Sep 23]

- The aim of the project is to automate the performance tracking dashboard process where tasks will be allocated automatically to every team and based on project completion according to the deadline the team performance will be calculated based on that. And previously it was a manual task. So, I automated this whole process to reduce the manual workload.
- Skills used - Python, Advanced SQL, Data Analysis, Data Cleaning, Data Visualization, EDA, Numpy, Pandas.

Job Market Analysis Using Python – ICONMA

[Dec 20 – Feb 21]

- The main aim of this project was to build a model for predicting Job Market. The processes involved in this project are data - collection/data pre-processing/data-exploration/data-analysis/data-visualization and dealt with missing data, treated outliers to deliver impact analysis. Processed, cleaned, explored, and visualized EDA using **plotly**, **matplotlib**, **pyplot**, and **seaborn**.
- Skills used - Python, Advanced SQL, Data Analysis, Data Cleaning, Data Visualization, EDA, Numpy, Pandas, Plotly, Matplotlib, forestpy.

Sales Dashboard Using Power BI

- Developed an interactive Sales Dashboard using Power BI to visualize and analyze sales data, enabling data-driven decision-making. Designed and implemented intuitive visualizations, including charts, graphs, and KPIs, to provide insights into sales performance trends, customer behavior, and product success. Enhanced data accuracy by integrating and transforming data from multiple sources. This project showcased my proficiency in data visualization, Power BI, data integration, and business intelligence, highlighting my ability to transform raw data into actionable insights."
- Skills used - Advanced Excel, Power BI, Data Visualization, Data Cleaning.

SELECTED CERTIFICATES AND ACHIEVEMENTS

Python 3.4.3 Training	- Internshala
Data Scientist with Python	- Coursera
Python for Data Science and AI	- Coursera
Introduction to Git	- Datacamp
SQL for Data Analysis	- Learnvern

STRENGTHS

- Good communication skills in both written and verbal.
- Optimist (Positive attitude) and Work in a stressful environment and to show best results.
- Quick absorption of work and completing the task within the deadline offered.

SKILLS

Programming: Python, Advanced SQL, R

Web Technologies: HTML, CSS, Bootstrap, React

Other Skills: Microsoft Power BI, MS Excel, AWS(S3), Azure, Google Data Studio, Digital Marketing, Data Visualization, Data Cleaning, Data Analysis, Google Sheets.

OTHER INTERESTS & ACTIVITIES

Writing, Travelling.

Languages: Hindi (Native), English (Fluent), Nepali (Fluent).