

# SAYAN DAS

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GitHub: <https://sayan-dataanalyst.github.io/portfolio/index.html/>

## ► Right to Work in the UK (sponsorship not required)

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### Technology Capabilities

- Business Intelligence: Power BI, Power Query, DAX, Microsoft Excel, Power Pivot, SSRS, Power Platform
- Programming: SQL, Python (fundamentals)
- Database: MS SQL Server
- Cloud Experience: Databricks (SQL, AI/BI Dashboard, Genie), Azure (fundamentals)
- **Advanced Power Point, MS Word, MS Visio**

### Educational Qualification

- **MBA (Specialization: Human Resource Management)** – ICFAI University, India
- **Bachelor in Commerce (Specialization: Accountancy)** – Vidyasagar University, India

### Certification

- Microsoft Certified Data Analyst Associate: **PL-300**

### Work Experience

- **Sunsoa IT Solutions (United Kingdom) – (March 2025 – till date) as BI Consultant**
  - Developed Power BI dashboards to monitor weekly sales, inventory, and customer trends, used by executives for real-time decisions, resulting 20% in visibility across the departments.
  - Extracted sales transactions and customer data from multiple sources (SQL database and CRM system), performed data cleaning by resolving duplicates and fixing data types, and developed summary tables to support Power BI dashboards
  - Assisting senior analyst in cleaning and preparing datasets for analysis using SQL and Excel.
  - Collate, analyse, and interpret people data, including employee demographics, turnover, and recruitment metrics data from SAP SuccessFactor to maintain and update HRIS dashboard.
  - Support client's People Function Engagement Lead to analyse employee surveys, feedback, and engagement data to provide insights that improve employee engagement and retention.
- **Famalco Group (Malta) – (March 2023 – November 2024) as HR Operations & Data Analyst**
  - Conducted analysis and created visualizations of a 3-year dataset on non-moving inventory, incorporating purchasing history and material issuance, to uncover redundancies and improve stock management efficiency by 10 %.
  - Performed data cleaning and transformation to ensure the accuracy and consistency of datasets, improving the reliability of business data analysis.
  - I have worked with advertising and marketing team using Power BI tool to visualize trends and measure campaign effectiveness.
  - Worked with Google Analytics to track website performance, user behavior, and key marketing metrics. My experience includes analyzing traffic sources, conversion rates, and audience demographics to derive insights that inform marketing strategies.
  - Managed and organized the organization's HRIS platform.
  - Liaised with the People team and provided suite of reports and analysis that supports business change as & when required.
- **Goldstone Cements Limited (India) – (January 2018 – September 2022) as Senior Manager – HR**
  - Collaborated with cross-functional teams to support digital transformation initiatives and enhance data-driven decision-making.
  - Designed and created interactive dashboards and reports using Power BI and Excel to communicate findings to stakeholders of all levels.
  - Extract data from multiple sources such as APIs CSVs, SQL, Databases.
  - Transformation & modelling of raw data into a useable format for analysis.
  - Automated real-time Sales dashboard for Senior Management by using Excel and Power BI.
  - Conducted a gender pay gap analysis using exploratory data techniques in Power Query and Excel, and presented the findings through interactive visualizations in Power BI.

- Gathered, refined, and enhanced HR data to improve data accuracy and usability from various sources (HRIS, ATS, Payroll, Surveys etc.).
- Built and maintained structured datasets and Power BI dashboards for key HR functions such as absence management, compensation, and benefits planning.

- **Emami Cements Limited (India) – (March 2017 – January 2018) as Deputy Manager – HR**

- Developed reports and interactive dashboards to analyze key HR metrics, including employee performance, recruitment costs, Recruitment Analysis Gap (RAG), training ROI, attrition trends, workforce demographics, diversity insights, and cross-functional salary comparisons.
- Evaluate salary structures and benefits programs using industry benchmarks. Assess pay equity and recommend adjustments for fairness.
- Implemented employee self-service portal and monitor timely update of personnel records (personal data, position, salary, appraisal outcomes, leave records, training etc) in HRIS platform.
- Ensuring accurate and timely data entry to support payroll, HR, and operational functions.

- **Star Cement Meghalaya Limited (India) – (June 2010 – March 2017) as Assistant Manager – HR**

- Extracting and analyzing data from HR systems to identify inconsistencies and areas for improvement.
- Generating reports and visuals on key HR metrics, including headcount, retention, and employee satisfaction.
- Supporting HR projects, such as pay modelling, benefits reviews, and system improvements.
- Design and build formula-driven Excel templates to assist HR with consolidating raw data.
- Providing first-line support and resolving queries related to HR system (SAP HCM) processes and functionality.

## **Declaration**

I hereby declare that the above mentioned information is correct to the best of my knowledge.

SAYAN DAS