Swati Sharma

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🎯 Career Objective

Aspiring Data Analyst with strong skills in Excel, Power BI, and Data Visualization. Currently pursuing M.Com and enhancing technical skills in SQL and Python. Looking for an entry-level Data Analyst role to apply analytical knowledge and business understanding in solving real-world problems.

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🛠 Skills

Excel (Advanced) – Pivot Tables, Conditional Formatting, Data Cleaning, Dashboards

Power BI – Data Modeling, DAX Functions, Interactive Reports

SQL (Beginner) – Queries, Joins, Data Retrieval

Python (Beginner) – Data Analysis (Pandas, NumPy basics)

Statistics & Data Analysis – Basic descriptive analysis

Dashboarding & Visualization – Excel/Power Bi

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📂 Projects

Sales Dashboard (Excel) – Built an interactive dashboard using Pivot Tables and Charts to analyze sales performance and trends.

Student Performance Analysis (Power BI) – Created reports with filters and slicers to analyze student performance data.

(You can add more projects as you finish them – Excel, Power BI, or Python).

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🎓 Education

M.Com (Master of Commerce) – Jiwaji University (Ongoing)

B.Com (Bachelor of Commerce) – Jiwaji University (Completed)

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📜 Certifications

NPTEL – HR Analytics in MS Excel (Ongoing)

NPTEL – Machine Learning with AI (Ongoing)

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🔑 Strengths

Strong analytical mindset

Quick learner of tools & technologies

Detail-oriented and disciplined

I have learned data analysis skills through consistent self-study and practice, including Excel (Advanced), Power BI, SQL, and Python. Most of my learning has been hands-on, where I manually practiced real datasets and built dashboards/reports. Being self-motivated, I focus on applying concepts practically rather than just theory.