KAYODE AKIRUN

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239 Park Street, Luton LU1 3HQ

PROFESSIONAL SUMMARY

Motivated and detail-oriented junior data analyst with hands-on experience in data management, data analysis, and visualization. Proficient in Excel, Power BI, SQL, and data cleansing techniques. Seeking to contribute my analytical skills and passion for data-driven insights to a dynamic organization.

EXPERIENCE

Junior Data Analyst
Jasper Communication, London, UK. April, 2023 - Present

➢ Collaborate with cross-functional teams to gather, clean, and analyze data for reporting and decision-making purposes.

➢ Utilize tools such as Excel, Power BI and SQL to build data models and create representations that enable decision making based on data.

➢ Ensure the accuracy and consistency of data by performing cleansing and validation procedures.

➢ Identify trends, detect anomalies. Derive insights through comprehensive analysis of the data.

➢ Contribute to the development of performance indicators (KPIs) and dashboards that cater to the needs of business stakeholders.

➢ Assist in preparing reports, presentations and recommendations supported by data, for management.

➢ Continuously enhance data analysis processes by implementing industry practices.

Administrative Assistant
Crave Daniel Hospital, Lagos Nigeria, Aug 2019 – Nov 2023.

➢ Provided administrative support to hospital staff, including scheduling appointments, managing patient records, and handling inquiries.

➢ Assisted in the coordination of meetings, events, and training sessions for hospital staff.

➢ Assisted with data entry and record-keeping tasks to support the hospital's operational needs

➢ Managed incoming and outgoing communication, both in person and over the phone, in a professional and friendly manner.

➢ Maintained and organized patient records and ensured compliance with confidentiality regulations.

EDUCATION

Diploma in Data Analytics
Jasper Business School, London UK, 2023

Masters in Management with Digital Marketing
University of Hertfordshire, Hatfield UK, 2023

Bachelor of Science in Biotechnology
Ekiti State University, Ekiti State, Nigeria, 2019

SKILLS

➢ Data Analysis: Excel, Power BI, SQL
➢ Data Visualization: Creating interactive and informative visualizations
➢ Data Cleansing: Ensuring data accuracy and consistency
➢ Insights: Identifying actionable insights from data
➢ Problem-Solving: Analyzing data to address business challenges
➢ Team Collaboration: Working with cross-functional teams
➢ Communication: Presenting findings to non-technical stakeholders.
➢ Attention to Detail: Ensuring data quality and accuracy

CERTIFICATIONS

➢ Insights: Identifying actionable insights from data
➢ Problem-Solving: Analyzing data to address business challenges
➢ Team Collaboration: Working with cross-functional teams
➢ Communication: Presenting findings to non-technical stakeholders.
➢ Attention to Detail: Ensuring data quality and accuracy

REFERENCES

Available upon request.