

Detail-oriented Data Analyst with great expertise in data analysis, reporting and data visualization. Proficient in Python, SQL and statistics analysis with a proven ability to transform complex datasets into actionable insights that drive business improvements. Skilled in utilizing tools such as Power BI and tableau to develop dynamic dashboards and reports. Adept at collaborating with technical and non-technical stakeholders to enhance operational efficiency and optimize business processes.

AREAS OF EXPERTISE

- Data Analysis
- Data Visualization
- Statistics Analysis
- Data Cleaning & Processing
- Machine Learning
- Predictive Modelling
- Database Management
- Dashboard Development
- ETL Processes
- KPI Tracking
- Data Quality Assurance
- Cross Functional Collaboration

SKILLS & CORE COMPETENCIES

- Proficient in data analysis, cleaning and visualization using Python and SQL.
- Expertise in statistical analysis and data interpretation to derive actionable insights.
- Developed dynamic dashboards and reports using Power BI and Tableau for real-time decision-making.
- Skilled in identifying trends, patterns and insights from large datasets to inform strategic decision-making.

TECHNICAL SKILLS

- **Programming Languages:** Python, SQL
- **Data Visualization :** Power BI, Tableau, Advanced Excel
- **Database Management:** SQL, MySQL, MongoDB, PostgreSQL

WORK EXPERIENCE

EduTech, Nepal

Feb 2023 – Sep 2023

Training Coordinator & IT Support

- Led training needs assessments to identified skill and developed accurate training content through detailed proofing and editing.
- Managed CRM updates in Zoho and provided IT support by creating, configuring and troubleshooting Windows Server 2012/2016 and Multipoint Server environments.
- Delivered end-user support by answering queries via phone and resolving technical issues related to training platforms and server systems.
- Contributed to content creation, teacher training and installation of computer labs in rural areas that enhanced digital literacy and access to technology.

PROJECTS

Loan Data Automation System:

- Developed a system to automate loan data processing, enhancing efficiency by 50%, reducing processing time by 10 hours and improving data accuracy for faster, more reliable lending decisions.

CERTIFICATIONS

- Learning Data Analytics: 1 Foundation (LinkedIn Learning)
- Learning Data Analytics: 2 Foundation (LinkedIn Learning)
- Creating Memorable Visual Presentations (Visme)
- Data Analyst in Python (DataCamp)

EDUCATION

Master of Science in Management with Data Analytics

BPP University, United Kingdom

Sep 2023– Sep 2024