Professional Profile

***Highly skilled, resourceful and results-driven analyst with exceptional organizational, interpersonal and presentation skills.*** ***Incredibly effective technical and business stakeholder.***

* Excellent time-management and problem-solving skills
* Quick learner with exceptional organizational, leadership and communication skills
* Thrives and multitasks in fluid, fast-paced, deadline-driven business environments

**Specialized Skills**

Programming Languages: Python (Pandas, NumPy, Scikit Learn, TensorFlow, Matplotlib, Seaborn), R

Statistical and Analysis Tools: SAS, Visualization Tools: Desktop Tableau, Tableau Server

Databases: RDBMS (MySQL), MySQL Scripting

Proficient in Quantitative Analysis, Google Analytics, Microsoft Excel and PowerPoint.

Education

MS, Business Analytics, Saint Mary’s College, Moraga CA - GPA: 3.98 September 2020

MBA, International Business, Delhi School of Economics, Delhi University, Delhi, India May 2017

BBM, Minor: Business, (with full scholarship) Bangalore University, Bangalore, India May 2014

Professional Experience

Data Analyst, Capstone Project for Cisco – Saint Mary’s College, Moraga, CA Jul 2020 – Sept 2020

* Work closely with Senior Managers of Governance Risk and Controls (Internal Audit) at Cisco Systems to carry out supplier performance management, risk management processes and spend analytics
* Monitored monthly performance of 6000+ vendors, detect potential risk factors to report to higher management, prevent loss exceeding $1 million
* Created dashboard using Tableau to identify and determine procurement risk profiles of global vendors in US, Canada, China & India.
* Calculated 1 scorecard with 4 Key Performance Indicators (KPIs) per vendor on potential violation transactions using various statistical tools.
* Provided strong analytical skills and recommendation for identifying the security exception to accelerate the business growth; Tools utilized: Python, SQL, Tableau, Excel.

Quality Assurance Analyst, Oigetit Fake News Filter Inc., Menlo Park, CA Apr 2020 – Sept 2020

* Executed testing on website front ends, mobile applications for both iOS and Android, resolving 100+ bugs prior to product launch.
* Developed dashboard in Tableau which tracked 100+ errors and used report writing and presenting findings to monitor the quality of improvement.
* Trained 20+ new testers creating and documenting defects, testing, configuring mobile devices and supported team during testing using creative problem solving skills.

Data Analyst / Co-Founder, Herchar Dotcom Pvt. Ltd., Kathmandu, Nepal Feb 2018 – Sep 2019

* Directed 18 staff of an online handyman service.
* Acquired 500 customers (individual, corporates, etc) and achieved profit revenue of over $70K.
* Forecasted market data to identify patterns and trends, added 12 services to increase customer base using knowledge of statistics and experience using Google Analytics to achieve strategic goal.
* Documented budget of $105K utilizing Excel increasing budget cuts by 10%.
* Slashed payroll administration costs 15% by negotiating pricing and fees, while ensuring the continuation and enhancements of services. Tools utilized: SQL, SPSS, Google Analytics and Excel.