

# RAKSHA S

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## OBJECTIVE

Detail-oriented Data Analyst with expertise in Excel and Advanced Excel, specializing in data manipulation, visualization, and reporting. Proficient in **Power Query, Power Pivot, Pivot Tables**, and **DAX** functions to analyze and interpret data efficiently. Passionate about leveraging data-driven insights to support business decision-making and process improvements.

## SKILLS

- **Advanced Excel & Data Analysis:** Data cleaning, manipulation, and automation using **Power Query, Pivot Tables**, and **advanced Excel** formulas (**VLOOKUP, INDEX-MATCH, IF**, etc.).
- **Data Visualization & Reporting:** Creating interactive dashboards, dynamic charts, and conditional formatting for insightful reports.
- **Power Pivot & DAX:** Performing complex calculations and **KPI** analysis using **DAX** formulas.
- **SQL:** Basic knowledge of query writing, data retrieval, and filtering.
- **Power BI:** Foundational knowledge in data visualization and reporting.
- **Business Insights & Reporting:** Extracting key trends and providing actionable recommendations using Excel-based solutions.
- **Problem-Solving & Attention to Detail:** Strong analytical skills with a focus on accuracy and efficiency.

## PERSONAL PROJECTS

### Dynamic Dashboard Development in Excel

- Developed an interactive Call Center Dashboard using Excel's Data Model and Power Pivot to analyze multiple datasets.
- Created KPIs and utilized DAX to generate actionable insights for decision-making.
- Designed dynamic Pivot Charts with slicers and applied conditional formatting to highlight critical trends.
- Incorporated XLOOKUP to display dynamic images based on user selections, enhancing data visualization.



Full Project Report & Dashboard Visuals → [View Report](#)

- **Independent Research & Analytical Preparation**

- Dedicated time to preparing for the Civil Services Examination, strengthening analytical thinking, problem-solving, and data interpretation skills.
- Developed a structured approach to processing large datasets, deriving insights, and making data-driven decisions—skills directly applicable to Excel-based analysis.
- Enhanced attention to detail, logical reasoning, and time management, contributing to efficiency in data handling and reporting.

## **EDUCATION**

APS College Of Engineering, Bengaluru  
B.E. in Electronics and communication Engineering

Jun 2014-Jul2018

BMS College For Women, Bengaluru  
PUC in Computer Science

Jun 2012-Mar2014

## **LANGUAGES**

English, Kannada

## **AVAILABILITY**

Immediate