PANKAJ RANA
Data Analyst

My Contact

✉ pankajrana8127@gmail.com

📞 +91-7018135570

📍 Gurugram, Haryana

🌐 www.linkedin.com/in/pankajrana8127

Skills

- Data Visualization
- SQL
- Microsoft Power BI
- Data mining and analysis
- Customer Service
- Business Intelligence

Soft Skills

- Collaboration
- Communication
- Continuous learning
- Time Management
- Adaptability

Education

- **Baddi University of Emerging Sciences & Technologies**
  Bachelors in Mechanical Engineering
  Completed in 2018

- **Crescent Public School**
  12th | Himachal Pradesh Board of School Education
  Completed in 2013

- **Anuradha Public School**
  10th | Central Board of Secondary Education
  Completed in 2011

About Me

Highly skilled data analyst with expertise in dissecting complex datasets to uncover valuable insights. Proficient in data visualization, statistical analysis, and problem-solving. Passionate about transforming data into strategic recommendations that drive business growth and efficiency.

Professional Experience

Tesla Power USA
2023- Present

- Collect, Validate, and analyze data related to service operations, including requests, customer feedback, and performance metrics.
- Develop and maintain databases, spreadsheets, and other data management tools to ensure accurate and accessible data.
- Design and generate reports, dashboards, and visualizations to present service performance metrics and insights to higher ups.
- Identify trends, patterns, and opportunities for improvement by analyzing service data and metrics.

Vivekanand Medical Institute
2021-2023

- Maintaining and Organizing Patients medical records.
- Coordinate with Insurance Companies for Health Claims and TPA.
- Resolve Potential issues with patients.
- Supervise daily administrative operations.
- Evaluating personnel and preparing reports.
- Organize hospital services for the betterment and development.

Certifications

- **Data Scientist with Artificial Intelligence**
  Naresh i Technology - Ameerpet, Hyderabad
  Completed in 2023

- **Microsoft SQL Server**
  Naresh i Technology - Ameerpet, Hyderabad
  Completed in 2023

- **Diploma in Computer Science**
  ALMA Vocational Training
  Completed in 2021

Hobbies

- Cooking
- Melophile
- Trekking