

SURAJ SUKHIJA

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Navi Mumbai

SUMMARY

Data Analyst with 4 years of experience in Power BI, Power Query, DAX, and MS SQL, specializing in transforming raw data into actionable insights. Expertise in building interactive dashboards, automating reports, and optimizing data workflows to enhance decision-making and business performance. Skilled in data modeling, Power BI Gateway, Row-Level Security (RLS), and data warehousing, ensuring efficient and secure data management. Adept at identifying business challenges, developing data-driven solutions, and driving strategic growth through analytical excellence.

SKILLS

- Power BI
 - Power Query
 - Data Warehousing
 - DAX
 - MS SQL
 - Data Modeling
 - ETL
 - Proficient in MS Office (Word, Excel, Outlook, PowerPoint)
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PROFESSIONAL EXPERIENCE

Gaurav Chemicals Analyst

March 2024 - Present

- Manage and analyze export data to optimize supply chain and sales performance across multiple international markets.
- Utilize Power BI, Power Query, DAX, and MS SQL to transform complex datasets into actionable insights, supporting export strategy decisions and business growth.
- Develop and maintain interactive Power BI dashboards and reports, providing real-time visibility into key performance metrics such as sales, inventory, and market trends.
- Implement data modeling techniques to structure and organize large datasets, ensuring accuracy and consistency in reporting.
- Automate data refresh processes using Power BI Gateway to ensure up-to-date reporting and accurate decision-making.
- Apply Row-Level Security (RLS) to manage access to sensitive export data based on user roles, ensuring data privacy and security.

39 Solutions Consultant

March 2023 - February 2024

- Analyzed business challenges and applied data-driven insights to identify root causes and develop effective solutions.
- Utilized Power BI, Power Query, MS SQL, and Excel to gather, analyze, and visualize data, creating actionable dashboards and reports.
- Applied Data Modeling and DAX to structure data and provide insightful analysis that supported client decision-making.
- Managed data refreshes and automated reporting via Power BI Gateway and applied Row-Level Security (RLS) for sensitive data access.
- Assisted clients in formulating strategies for market entry, growth, and organizational design, providing actionable insights into consumer needs, preferences, and upcoming industry shifts.
- Supported clients in implementing strategies to enhance performance and sales, using data to predict future trends and inform business decisions.

Jaro Education

August 2022- February 2023

Business Development Executive

- Identified and generated new sales leads through various channels.
- Engaged with potential clients to present the company's offerings and tailor solutions.
- Conducted product demonstrations and presentations.
- Negotiated terms and closed sales deals to achieve sales targets.
- Built and maintained strong relationships with clients.
- Created and maintained detailed Excel reports to track sales leads, monitor performance, and analyze conversion trends.

Bright Champs Technologies

March 2021 - July 2022

Pre Sales Analyst

- Analyzed demo class registrations and performance across various channels (Google Ads, Facebook, Instagram, YouTube) to track leads and conversions.
- Created detailed reports and dashboards in Excel to monitor key metrics such as registration rates, demo class attendance, source of registrations, and course sign-ups.
- Maintained and updated data in SQL to track user behavior and optimize marketing efforts based on real-time insights.
- Worked closely with the marketing team to identify trends and improve the efficiency of lead generation strategies.

EDUCATION

ICFAI Business School, Pune

Master of Business Administration (MBA)

Specialised in Marketing

Completed: 2021

M.G.M. College of Science & Commerce, Navi Mumbai

Bachelor of Management Studies (BMS)

Specialised in Marketing

Completed: 2018

CERTIFICATIONS

- Power BI Certification
- MS SQL Certification

PROJECTS

- **Sales Performance Dashboard in Power BI:** Created an interactive dashboard in Power BI to help the sales team and management monitor real-time sales performance across regions and products.
- **HR Analytics Dashboard in Power BI:** Developed a comprehensive HR dashboard in Power BI to track and analyze employee hiring, retention, promotions, and tenure trends over a two-year period.