## Vivek Kumar Singh

## Data Analyst

## Ph: +1 2142998373

## [rishitha.23g@gmail.com](mailto:rishitha.23g@gmail.com)

## [linkedin.com/in/vivek-singh-a083301a5](https://www.linkedin.com/in/vivek-singh-a083301a5)

# Summary

* Skilled data analyst with 8 years of industry experience in collecting, organizing, interpreting manipulation, and visualization.
* Knowledge in all phases of SDLC like Requirement Analysis, Implementation, and maintenance, and good experience with Agile and Waterfall methodologies.
* Accomplished at creating and maintaining rich interactive visualizations through data interpretation and analysis integrating various reporting components from multiple data sources.
* Proficient in identifying efficiencies and problem areas within data streams, while communicating needs for projects.
* Knowledge in implementing the triggers, procedures, and functions at database and form levels using SQL.
* Extensive experience in ETL Design - SSIS for Extraction, Transformation & Loading.
* Good knowledge of a Python-based environment, data analytics, data wrangling, and Excel data extracts, and familiarity with Pandas, NumPy, matplotlib, and SciPy.
* Experienced in maintaining and managing Tableau and Power BI-driven reports and dashboards.
* Proficient in data visualization, Reporting, Analysis, Bar Charts, Pie Charts, Heat Maps, Scatter Plots, Page Trails, Geographic Maps, and Density Charts on Tableau Desktop.
* Used parameters, action filters, and sets for preparing dashboards and worksheets in Tableau.
* Having good knowledge of Normalization (1NF, 2NF, and 3NF) and denormalization techniques for improved database performance in OLAP.
* Understanding Data Warehousing principles like Fact Tables, Dimensional Tables, and Dimensional Data Modelling - Star Schema, and Snowflake Schema.
* Hands-on experience with MS Visio and Figma to create use case diagrams, data flow/process flow diagrams such as flowcharts, activity charts, and sequence diagrams as per UML.
* Good Leadership, technical, communication, analytical, data-driven decision-making, knowledge acquisition, critical thinking and problem-solving skills, and ability to get on well with people, including cross-cultural backgrounds.

# Skills

|  |  |  |
| --- | --- | --- |
| SDLC, Agile, Waterfall, Python, Tableau Desktop, Tableau Server, Tableau Online, Tableau Prep, MSBI, Power BI, MS SQL Server, | T SQL, Snowflake, ETL, SSIS, MySQL, Oracle, Excel, ServiceNow, SSRS, OLAP, PL/SQL, Salesforce, Control | M, Toad, MS Visio, Azure, Figma, Data Migration, Data Transformation, Data Validation, Data Visualization, Data Manipulation, Data Profiling. |

# Education

## MBA in Business Administration Jan 2021 - Oct 2022

University of the Cumberlands, KY, USA

## MS in Information Systems Jan 2016 - Dec 2017

Pace University, NYC, USA

## BE in Computer Science and Engineering Sep 2009 - June 2014

Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal, India

**Certification & Award**

**SnowPro Core Certified Dec 2023 - Dec 2025**

Certification ID: S0025504

**Be the Bridge - Excellence Award** **Jun 2022**

Cisco Systems

# Experience

**Cisco Systems, Remote | Aug 2022 - Present**

**Role: Data Analyst**

**Responsibilities:**

* Run scripts in Toad Datapoint for MSS Weekly Won Deals Tableau Dashboard and present the report weekly to the team.
* Extract data from ServiceNow to SQL through automated scripts on a daily basis.
* Engage in report generation and Snowflake data integration.
* Promoted tables from Dev to Stage and from Stage to Prod through eDNA.
* Extracted data from Oracle and build a report to see how many requests we are getting that include the product families and see all the declined and invalid devices from the ID’s by creating Excel pivot tables.
* Worked on the cloud gateway for Snowflake data ingestion, Database Migration, and Subscription.
* Build, manage, maintain, and improve the Migration Support Services team’s next-generation environment.
* Created Business Reporting: operations metrics, financials, quarterly business review data, and overall health of the business.
* Engaged in the scheduling, monitoring, and troubleshooting of batch jobs using Control-M.
* Performed development and maintenance of Control-M job definitions, including job dependencies, triggers, and alerts.
* Monitored job execution and proactively identified and resolved job failures and performance issues using Control-M.
* Developed Tableau dashboards that help regional managers know products going LDoS, and the number of approved, declined, and covered vs uncovered devices.
* Prepared HR dashboards to highlight HR analytics using calculated fields, parameters, calculations, groups, sets, and hierarchies in Tableau.
* Used multiple data sources and performed data blending techniques to utilize datasets in the same worksheet.
* Utilized advanced features in Tableau to link data from different connections together on one dashboard and filter data in multiple views simultaneously.
* Created and modified Interactive Dashboards and guided navigation links within.
* Followed best practices while developing Tableau Dashboards.

**Wildfire Defense Systems, MT, USA | May 2021 – Aug 2021**

**Role: Data Analyst**

**Responsibilities:**

* Create, update, and manipulate wildfire perimeters using Geo-Spatial Tools Such as Google Earth, social media, and Satellite Imagery.
* Carefully craft client-facing and internal reports and analyses.
* Maintain a high level of professionalism with data integrity and confidentiality.
* Assisted Supply chain with new contract negotiations with service providers for field emergency devices with a corporate.
* Analysis of functional and non-functional categorized data elements for data profiling and mapping from source to target data environment.
* Optimized long-running Stored Procedures and queries for effective data retrieval.
* Developed reports to visually explore data and create an interactive report in Excel and Power BI.
* Using a query editor in Power BI performed certain operations like fetching data from different files.
* Analysis of functional and non-functional categorized data elements for data profiling and mapping from source to target data environment.

**Piper Jaffray, NY, USA | Apr 2018 - Apr 2021**

**Role: Data Analyst**

**Responsibilities:**

* Worked in an Agile environment, with the ability to accommodate and test the newly proposed changes at any point of time during the release.
* Filtered inaccurate data from legacy systems using complex T-SQL statements and implemented various constraints and triggers for data consistency.
* Prepare the data rules spreadsheet using MS Excel that will be used to update allowed values, findings, and profiling results.
* Responsible for ETL through SSIS and loading Data to DB from different input sources.
* Build organized customized analysis and visualized projects and dashboards in Tableau to present to Senior Level Executives.
* Generating various capacity planning reports (graphical) using Python packages like NumPy, matplotlib, and SciPy.
* Used SAS for pre-processing data, SQL queries, data analysis, generating reports, graphics, and statistical analysis.
* Designed and developed SSIS Packages to import and export data from Excel, SQL Server, and Flat file.
* Designed and implemented end-to-end systems for Data Analytics and Automation, integrating custom visualization tools using R, Tableau, and Power BI.
* Utilized Power Query in Power BI to Pivot and Un-pivot the data model for data cleansing and data massaging.
* Developed and published reports and dashboards using Power BI and written effective DAX formulas and expressions.

**EsportsOne, NY, USA | Mar 2017 - Dec 2017**

**Role: Data Analyst**

**Responsibilities:**

* Collaborated with the Development team to support release planning, estimation, and delivery processes using Agile methodologies.
* Created action filters, parameters, and calculated sets for preparing dashboards and worksheets in Tableau.
* Worked in using collections in Python for manipulating and looping through different user-defined objects.
* Delivered data solutions in report/presentation format according to customer specifications and timelines.
* Performed backend testing by writing SQL Queries to verify data Integrity.
* Created SSIS Packages using transformations like Derived Column, Sort, Lookup, Conditional Split, Merge Join, Union, and Execute SQL Task to load into the database.
* Used Microsoft Visio model business processes using UML to create use case diagrams, activity diagrams, sequence diagrams, and collaboration diagrams.

**Abhyudaya Multimedia, India | Jul 2014 - Nov 2015**

**Role: Data Analyst**

**Responsibilities:**

* Involved in requirements gathering, Analysis, Design, Development, testing, and Production of the application using the Waterfall model.
* Involved in the entire data science project life cycle and actively involved in all the phases, including data cleaning, data extraction, and data visualization with large data sets of structured and unstructured data, created ER diagrams and schema.
* Developed Tableau data visualization using Scatter Plots, Geographical Maps, Pie Charts, Bar Charts, and Density Charts.
* Used Microsoft Visio model business processes using UML to create use case diagrams, activity diagrams, sequence diagrams, and collaboration diagrams.
* Responsible for Power BI Data Quality and worked on data mining and data profiling.
* Used statistical analysis techniques to analyze data and prepared Dashboards in Excel.

# 