

# PANKAJ KUMAR

192, Vaishali Sec 3F, Ghazibad • [pankajkumardataanalyst@gmail.com](mailto:pankajkumardataanalyst@gmail.com) • +917827980758 • [linkedin.com/in/pankaj-dataanalyst](https://www.linkedin.com/in/pankaj-dataanalyst)

---

## Data Analyst

Data Analyst transitioned from a Quality Analyst background with 3+ years of experience in data reporting, KPI tracking, and performance optimization. Proficient in Power BI, SQL, Excel, and DAX. Skilled in building dashboards, cleaning data, and delivering actionable business insights that drive operational improvements.

---

**SKILLS & TOOLS:** SQL | Power BI | Data Analysis | Data Visualization | Data Cleaning | Data Validation | Advance Excel | Power Query | DAX | Data Modeling | ETL | Report Automation | Python

---

## WORK EXPERIENCE

### Data Analyst | Remote (Contract)

Siox Global LLC | Jun 2025 - Sep 2025

- Developed and optimized 5+ interactive Power BI dashboards using **data modeling and ETL pipelines** to track hotel KPIs (ADR, Occupancy Rate, RevPAR, Booking Trends), improving data visibility by 30%.
  - Analyzed over 50K+ rows of historical and real-time hospitality data to identify seasonality trends and demand fluctuations, supporting revenue growth and pricing strategy decisions.
  - Automated 70% of reporting workflows using Power Query and DAX within Power BI Service, enhancing **report automation** and reducing preparation time by 75%.
- 

### Quality Analyst

Ocrolus | Sep 2021 - Apr 2025

- Built a Power BI dashboard to track key quality metrics, helping reduce overall error rate by **12%**.
  - Automated weekly QA reports with Power Query, saving **6+ hours** of manual work each week.
  - Analyzed profit data across **5 sales channels** (Amazon, Flipkart, eBay, Shopify, Direct) to highlight underperforming platforms.
  - Created a **business intelligence dashboard** for 40+ agents, improving visibility into accuracy, productivity, and turnaround time.
  - Worked with QA leads to refine feedback loops, cutting recurring quality issues by **10%**.
- 

### Data Verifier

Ocrolus | Feb 2020 - Aug 2021

- Audited 10,000+ financial documents including bank statements and pay stubs with 99.75% accuracy.
- Conducted PII validation, fraud detection, and reconciliation on US and UK-based documents.
- Detected 250+ fraudulent cases by identifying anomalies in multi-page bank statements.

## Data Verifier

### Cogito Tech LLC | Feb 2019 - Jan 2020

- Verified 8,000+ US bank statements with 99%+ accuracy under tight timelines.
  - Flagged 120+ high-risk documents aiding in fraud detection model development.
  - Trained 3 new team members, reducing onboarding time by 18%.
- 

## Freelance Data Entry & Seo Specialist

### Remote | Jul 2018 - Jan 2019

- Optimized metadata and content for 20+ small-business websites, improving visibility by 30%.
  - Delivered Excel-based data cleanups for 15+ clients, cutting turnaround time by 40%.
  - Contributed to content engagement through basic SEO writing and internal linking strategies.
- 

## Data Entry Executive

### Designed Product Limited | Sep 2017 - Jun 2018

- Entered and formatted 50,000+ product records using Excel functions (VLOOKUP, IF, and conditional formatting).
  - Applied formula-based checks to minimize input errors by 25%.
- 

## EDUCATION

### Dr. A. P. J. Abdul Kalam Technical University, Lucknow

MCA (Master of Computer Applications), Jun 2015 - Jun 2017

---

## CERTIFICATION

### Data Analytics Certification

Wscubetech | Jul 2024 - Jan 2025