FATIMA **ABDULRAZZAQ**

**DATA ANALYST**

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**Professional Profile**

Experienced Data Analyst with a proven track record of four years, adept at uncovering valuable insights from complex datasets to drive informed business decisions. Proficient in data manipulation, visualization, and statistical analysis, with expertise in project management and reporting. Skilled in data modeling, machine learning, and technical writing. Strong programming abilities and proficiency with data tools. Committed to data accuracy and leveraging industry-specific knowledge to provide actionable recommendations. A detail-oriented problem solver with excellent communication and leadership skills, fostering collaboration and driving continuous improvement.

**Skills**

Data Analysis | Project Management | Reporting | Business Acumen | Data Manipulation | Data Visualization | Statistical Analysis & Mathematics | Programming | Data Formatting | Data Validation | Process Mapping | Technical Writing | Data Modeling | Data Entry | Defect Tracking | Data Tools | Database Management | Data Wrangling | Version Control | Mentoring | Communication Skills | Leadership & Teamwork | Adaptability | Problem-Solving | Attention to Details | Critical Thinking | Industry-Specific Knowledge | Continuous Learning |

**Tools**:

Microsoft Office | Tableau | PowerBI | QL Queries | Python | Microsoft Teams | Git | Confluence | Open Refine | SQL Database |

**Professional Experience**

* Bottom of Form

**Digital Echoes** London, United Kingdom

**Data Analyst** Nov. 2022 – Till Date

* Analyzed relevant data to uncover key issues, patterns, and trends.
* Constructed data and reports using SQL, Excel, and PowerBi to deliver real-time insights into products, marketing funnels, and business KPIs.
* Conducted system analysis, documented processes, tested implementations, and provided user support during platform transitions.
* Managed secure data access, established user roles, and served as the primary point of contact for resolving user issues.
* Reviewed performance benchmarks and defined metrics for future tracking.
* Created Excel documents to facilitate metric data retrieval and deliver concise resource placement recommendations.

**Achievements**:

* Led a team of four in developing the Sylip cooperation annual sales data performance report, **saving the company resources and improving data accuracy**, resulting in cost savings of 10%.
* **Achieved a 20% increase in monthly revenue** through successful upselling of additional products.
* Developed data-driven strategies that **contributed to a 15% increase in revenue.**

**Cyber Safe Foundation**

**Data Analyst** March 2021 – July 2022

* Created database objects (tables, views, materialized views) using SQL, Excel, PowerBI, and Tableau.
* Enhanced Analytical operations by linking policies to tangible business outcomes.
* Collaborated in requirements meetings, grasping essential business needs.
* Documented stakeholder-reviewed business workflows.
* Analyzed requirements to pinpoint and document precise business rules and use cases.

**Achievements**:

* Expertly documented and resolved product sales issues, **saving valuable time and facilitating a 15% increase in revenue income.**
* Identified critical areas contributing to a drop in income revenue, **leading to a focused strategy that improved business performance by 12%.**

**Sterling Bank Plc.**

**Data Analyst (Digital Relationship Manager)** Nov. 2019 – Feb. 2021

* Enhanced data analysis accuracy, **aiding in 15% revenue growth**.
* **Improved project efficiency by 15%** through precise data modeling.
* Collected, organized, and input data into digital databases.
* Integrated data collection and reporting with Excel and PowerPoint to boost productivity.

**Education & Certifications**

**Bayero University**   
Bachelor of Science in Biochemistry

**SQL, Power BI, Excel for Data Analysis**

**Information Security Awareness**

**Advance Carriers UK**

Sql, Power Bi, Excel , Tableau for Data Analysis

**Datacamp SQL intermediate for Data analysis**