

# Poulami Das

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Kolkata, West Bengal – 700040

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## Professional Summary

Aspiring Data Analyst with a Master's degree in Economics from the University of Calcutta and hands-on experience as an MIS Executive Intern. Experienced in data analysis, recurring and ad-hoc reporting, and building Excel/Google Sheets-based dashboards to support business decision-making. Strong in advanced Excel and reporting accuracy, with the knowledge of SQL through learning and practice. Detail-oriented, analytical, and comfortable translating data into clear insights for cross-functional teams.

## Education

- University of Calcutta** 2025  
M.Sc. in Economics | CGPA: 5.886
- Asutosh College, University of Calcutta** 2023  
B.Sc. in Economics | CGPA: 7.741
- Jodhpur Park Girls' High School**  
Class XII (2019) | Grade: 84.2%  
Class X (2017) | Grade: 80.28%

## Experience

**BiGo Electric** | Kolkata

**MIS Executive**

**March, 2026 – Present**

**MIS Executive Intern**

**Sept, 2025 – Feb, 2026**

- Promoted from intern to full-time MIS Executive within 6 months based on performance
- Prepare daily and weekly MIS reports using **MS Excel** (VLOOKUP, dashboards) for multiple departments including EV bikes inventories, Rider Management, Service, In-House employees.
- Support management through data cleaning, formatting, and report automation to improve reporting efficiency.
- Assist in communication, structured research on leading e-commerce, and coordination tasks.

## Projects

- GENDER-BASED DOMESTIC VIOLENCE AND ECONOMIC IMPACT** Aug, 2024-June, 2025
  - Analyzed NFHS-5 (2019–21) data to examine trends in domestic violence in India.
  - Studied the COVID-19 pandemic's impact on abuse and the role of employment in mitigating IPV.
  - Conducted international comparisons to contextualize findings.
  - Contributed to data analysis, literature review, and interpretation.

## Skills

- Data Analysis Tools:** MS Excel, STATA, SQL, Google Sheets, VBA basics for automation
- Statistical and Econometric Analysis:** Regression Analysis, Time Series Analysis, Hypothesis Testing

## Languages

English, Bengali, Hindi

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## Trainings and Certifications

Data Science with AI ML & Visualization (pursuing)