

Puja kumari

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Professional summary

Detail-oriented BBA graduate with strong analytical and communication skills and a foundation in risk analysis, data reporting, and regulatory awareness. Proficient in Microsoft Excel and data visualization with the ability to analyse datasets and generate insights. Seeking an entry-level Associate Analyst opportunity in AML/KYC operations where I can contribute to client profiling, risk assessment, and compliance-related analysis.

Education

Bachelor of Business Administration (BBA)

Eminent College of Management and Technology, West Bengal — 2023

CGPA: 8.17/10

Technical Skills

Microsoft Excel • Data Analysis • Data Visualization • Dashboard Creation • R Programming • Risk Analysis • Reporting • Communication • Problem Solving • AML/KYC Concepts • Client Profiling

Projects

Excel Dashboard – Hospital Emergency Room Analysis

- Designed an interactive dashboard using Microsoft Excel to analyse emergency room data.
- Visualized key metrics including patient count, average wait time, and satisfaction scores.
- Created charts to analyse admission status, gender distribution, and age group trends.
- Presented insights using data visualization techniques.

Certifications

Data Analysis with R Programming — Google (Aug 2025)

- Learned data cleaning, visualization, and statistical analysis using R.

GenAI Powered Data Analytics Job Simulation — Forage (Jul 2025)

- Used Generative AI for exploratory data analysis and risk profiling; built AI models to predict delinquency and improve collections strategies.

Risk Job Simulation — Forage (Jul 2025)

- Conducted risk analysis, client profiling, and investment evaluation for real estate portfolios.