

OTAIGBE PAUL OSEIWE

Lekki Phase 1 Lagos, Nigeria

Data Analyst | +2347057333017 | otaigbeoseiwepaul@gmail.com |
<https://x.com/Paultheanalyst?s=09> | <https://github.com/PaulTheAnalyst>

PROFESSIONAL SUMMARY

Experienced Data Analyst with over 5 years of expertise in transforming complex datasets into actionable business insights. Proficient in Excel, Power BI, and SQL with a proven track record of delivering data driven solutions that support strategic decision making. Strong analytical mindset combined with excellent communication skills to present findings to both technical and non-technical stakeholders.

CORE COMPETENCIES

- | | | |
|--|---|---------------------------------------|
| • Data Cleaning & Preparation | • Advanced Excel (Pivot Tables, VLOOKUP, Power Query) | • Microsoft PowerPoint |
| • Data Entry | • Data Driven Decision Making | • Adobe Photoshop |
| • Data Visualization (Excel, Power BI, etc.) | • Communication of Insights (Storytelling with Data) | • Attention to Detail |
| • SQL & Database Management | • ETL (Extract, Transform, Load) Processes | • Good listener |
| • Business Intelligence & Reporting | | • Critical Thinking & Problem Solving |
| • Data Mining & Pattern Recognition | | • Time Management |
| | | • Organization Skills |
| | | • Communication Skills |
| | | • Excellent team player |
| | | • Goal oriented |
| | | • Good leadership skill |

PROFESSIONAL EXPERIENCE

Axia Africa Remote

November 2023 – April 2024

Position: Data Analyst, Intern.

Job description:

- Gained hands on experience in data analytics and visualization with a focus on Power BI.
- Automated Net promoter-score (NPS) process and analysed responses, which increased retention rate by 45%.
- Participated in training sessions covering the data analysis process, including data collection, processing, cleaning, and interpretation.
- Learned and applied data cleaning techniques: handling missing values, removing duplicates, correcting improper data entries, and transforming data for analysis using Excel, SQL Server, and Power Query.
- Practiced data modeling by creating calendar tables, relationships, and measures to support meaningful analysis.
- Developed interactive dashboards in Power BI, applying best practices in visualization design, filtering, and formatting for clear communication of insights.
- Collaborated in class discussions on real world applications of analytics across sectors, including sales, revenue analysis, and business performance monitoring.

- Strengthened technical skills in Excel (VLOOKUP, INDEX MATCH, pivot tables), SQL basics, and Python for data cleaning and visualization.
- Gained exposure to business intelligence concepts, emphasizing actionable insights, data storytelling, and decision-making support.

Hackathon, First bank.

November 2021– January 2022

Position: Data Analyst, Lead.

Job description:

- Liaised with the Business Intelligence team leader to interpret patterns in data set and build reports in Power BI that were sent monthly to stakeholders, increasing performance by 52%.
- Analysed a customer survey to map out customers for possible business and investment opportunities, increasing market penetration by 30%.
- Wrote queries in SQL for data cleaning and transformation, splitting the datasets in an easy-to-manage piece

Blue view Communication Technology

August 2021– October 2021

Position: Data Analyst, Intern.

Job description:

- Led a team of analysts in delivering accurate, timely, and actionable insights by designing and implementing data analysis frameworks, improving reporting efficiency by 30%.
- Developed and maintained interactive dashboards using Power BI and SQL, enabling management to track KPIs and make informed business decisions in real time.
- Collaborated with cross functional teams to define data requirements, standardize processes, and translate business needs into analytics solutions that supported strategic goals. Provided workers with necessary tools for work
- Directed data cleaning, transformation, and validation efforts, ensuring a high standard of data accuracy and consistency across multiple projects.
- Presented data-driven insights and recommendations to executives, driving initiatives that improved operational performance and customer engagement.

EDUCATION

Ambrose Alli University, Ekpoma Edo State.

2021 - 2025

BSc. Computer Science

Result: Second Class Upper (2.1)

Federal Science and Technical College, Uromi Edo State.

2016 - 2019

National Business and Technical Examinations Board (NABTEB),

Trade test 2 in Motor Vehicle Mechanic

National Examination Council (NECO)

Igueben College Igueben

May 2019 - June 2019

West African Examination Council (WAEC)

Agba Grammar School Uromi, Edo State.

2014 - 2015

Junior Secondary School Certificate

Eguare Primary School Uromi, Edo State.

2007 - 2013

Primary School Certificate

PROFESSIONAL CERTIFICATIONS

- | | |
|--|------|
| • Data Analytics | 2024 |
| • Council Of Registered Builders of Nigeria (CORBON) | 2022 |

References available upon request