**Sai Madhavi Gujju**

**Data Analyst | Business Systems Analyst**
**1001 Ocala road, Tallahassee, Florida 32304**
**(850) 980-5338** [**| g.sai.madhavi19@gmail.com**](https://d.docs.live.net/27263b51e0302b6e/Desktop/%7C%20g.sai.madhavi19%40gmail.com) **|** [**linkedin.com/in/sai-gujju**](https://www.linkedin.com/in/sai-gujju?lipi=urn%3Ali%3Apage%3Ad_flagship3_profile_view_base_contact_details%3BV9XvpV4UT8OtOuw6SO6NVw%3D%3D)

**PROFESSIONAL SUMMARY**

* **Data Analyst and Business Systems Analyst** with 5+ years of experience enabling data-driven decisions across enterprise, academic, and technology sectors.
* Delivered measurable outcomes including **40% faster report refresh, 25% stronger project visibility, 99% accuracy in large-scale data validation, and 30% shorter refresh cycles**.
* Built scalable solutions using **SQL, Python, Power BI, and Azure**, improving data reliability by **30%** and boosting dashboard adoption across business units.
* Partnered with stakeholders to gather requirements, map workflows, enforce governance, and automate reporting, reducing manual effort by **10+ hours weekly** and strengthening audit readiness by **20%**.

**CORE COMPETENCIES**

* **Data Analysis & Reporting:** Query optimization, **KPI** development, **SLA** monitoring
* **Business Systems Analysis:** Requirements gathering, workflow mapping, system validation
* **ETL & Integration:** Data extraction, transformation, pipeline optimization, error reduction
* **Business Intelligence:** **Power BI modeling**, **DAX,** row-level security, dashboard automation
* **Data Governance:** Security controls, compliance reporting, audit documentation
* **Process Automation:** **Python scripting**, **Excel macros**, Power Automate workflows

**TECHNICAL TOOLS**

* **Databases & Querying:** SQL (PostgreSQL, MySQL, T-SQL), MongoDB
* **Programming & Analytics:** Python (Pandas, NumPy, Matplotlib, Seaborn)
* **Visualization & BI:** Power BI (DAX, Power Query, Data Modeling, RLS), Excel (PivotTables, VLOOKUP, Macros)
* **ETL & Reporting:** SSIS, SSRS, Data Cleaning & Transformation
* **Cloud & Platforms:** Microsoft Azure, Azure DevOps, Git, Postman, REST API Fundamentals
* **AI & ML:** NLP Fundamentals, Basic Machine Learning Algorithms, LangChain

**PROFESSIONAL WORK EXPERIENCE**

**Data Analyst – *Smart Structures LLC, Riviera Beach, FL*** *| Dec 2024 – Present*

* Defined reporting requirements with project managers for QA and delivery readiness tracking.
* Designed **Power BI data models** with schema refinements and query folding, reducing refresh times by **40%**.
* Built dashboards that improved project visibility by **25%**, enabling faster QA and delivery decisions.
* Enforced **row-level security (RLS)** across 10+ dashboards for 50+ users, eliminating unauthorized access.
* Automated reporting with Power Automate and **BI AI visuals**, saving **10+ hours weekly**.
* Documented ETL processes and schema updates, reducing onboarding and audit preparation time by **20%**.

**Application Data Analyst – *Florida State University, Tallahassee, FL*** | Jul 2023 – May 2024

* Partnered with admissions staff to define accuracy standards for student application data.
* Verified **3,000+ applications** in Slate CRM with **99% accuracy**, reducing review delays by **25%**.
* Built **5 Excel dashboards** analyzing demographics and enrollment patterns, strengthening diversity reporting.
* Standardized datasets with PivotTables and formulas, saving **8 hours weekly**.
* Reconciled records across systems, accelerating processing by **20%**.

**Business Data Analyst – *Tata Consultancy Services Ltd, Hyderabad, India*** *| Sept 2019 – Dec 2021*

* Partnered with client managers to capture SLA and reporting requirements.
* Extracted and transformed **10,000+ records quarterly** using SQL for SLA and performance reporting.
* Built **Power BI dashboards** tracking **SLA** compliance, resolution times, and team productivity.
* Automated preprocessing tasks with Python, reducing manual refresh cycles by **30%**.
* Coordinated with **QA** and cross-functional teams to validate metrics, ensuring dashboards matched client standards.

**Data Analyst Intern – *CosGrid Networks, Chennai, India*** *| May 2018 – Jul 2018*

* Collected reporting needs from teams and identified inefficiencies in **SQL** workflows.
* Optimized **SQL** queries by removing redundant joins, reducing report runtime.
* Conducted **QA** checks on monthly reports, improving accuracy of operational data.
* Documented **25+ SQL scripts and workflows**, enabling self-service reporting and reducing onboarding time by **15%**.

**EDUCATION**

**Master of Science in Computer and Information Sciences**
***Florida State University – Tallahassee, FL*** *| Jan 2023 – May 2024*
***Relevant Coursework****: Data Mining, Database Management Systems, Advanced Machine Learning, Big Data Analytics, Human-Computer Interaction, Cloud Computing, Software Engineering*

**Bachelor of Technology in Computer Science and Engineering**
***Indian Institute of Information Technology Tiruchirappalli – India*** *| Jul 2015 – Jul 2019*

**RESEARCH PROJECTS**

**Panic Attack Detection Model | Python, SQL, Machine Learning**

* Built a predictive model on smartwatch sensor data with **92% accuracy**.
* Improved classification by **4%** using Logistic Regression, SVM, and Decision Trees.
* Demonstrated application for **real-time health monitoring and preventive care**.

**Global Palate Explorers Website | Figma, Node.js, MySQL, React**

* Directed a 3-member team to design and deploy a recipe-sharing platform.
* Built workflows that reduced approval processing time by **40%**.
* Produced system flow diagrams and storyboards in Figma to illustrate user interaction.

**CERTIFICATIONS**

* **Power BI Data Analyst Associate (PL-300)**
* **Azure Data Fundamentals (DP-900)**

**SOFT SKILLS**

* **Analytical & Problem-Solving Skills:** Troubleshoots pipeline issues, optimizes performance, and extracts insights from complex datasets.
* **Collaboration & Communication:** Works with cross-functional teams and explains technical concepts to non-technical stakeholders.
* **Adaptability & Continuous Learning:** Adopts new tools, platforms, and frameworks quickly with a focus on professional growth.
* **Time Management & Accountability:** Manages multiple priorities, meets deadlines, and delivers accurate outputs.
* **Technical Documentation & Clarity:** Produces clear records of systems, workflows, and data processes to support knowledge sharing.
* **Teamwork & Leadership Support:** Contributes in collaborative environments and mentors junior team members when needed.