Puneet Kumar Garg

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PROFESSIONAL SUMMARY

Result-oriented Data Analyst with 1.5+ years of experience turning complex data into actionable insights. Skilled in Python, SQL, Excel, Power BI, and prompt engineering for LLMs. Proven record in leading teams, building automation pipelines, and collaborating with global stakeholders to drive strategic decisions. Achieved 30% faster delivery times, improved data integrity, and enabled impactful optimizations.

EDUCATION

Bachelor of Engineering (Actuarial Science)   2010 - 2014
kurukshetra University, Haryana   Grade: 63.22%

Intermediate (Class XII)   2009 - 2010
CBSE   Grade: 60.5%

Matriculation (Class X)   2007 - 2008
CBSE   Grade: 74.5%

EXPERIENCE

Senior Analyst   June 2025 - July 2025
Axion Ray   *Bangalore*

- Led a lean analytics team, setting priorities and ensuring timely delivery of high-impact projects, with project delivery speed improved by ~30% due to streamlined data prep workflows.
- Collaborated with international stakeholders to translate business needs into actionable insights shaping strategic decisions.
- Mentored junior analysts on LLM workflows and best practices, ensuring consistent output quality across the team.

Data Analyst II   March 2025 - May 2025
Axion Ray   *Bangalore*

- Engineered advanced few-shot and iterative prompts to extract entities from free text, improving accuracy and reliability of outputs.
- Automated pre-ingestion workflows in Python, reducing manual effort and cutting prep time by ~30%.
- Conducted root cause analysis on operational datasets, surfacing recurring failure patterns that informed process improvements.

Data Analyst   November 2023 - February 2025
SHREE RAM ENTERPRISES   *New Delhi , India*

- Analyzed data to derive actionable insights, enabling teams to make informed business decisions.
- Designed automated dashboards that distilled complex information into visually compelling formats, reducing manual reporting effort by ~20%.
- Leveraged statistical analysis and data visualization to uncover critical patterns and trends, supporting continuous process improvements.

Electrical Engineer   June 2017 - October 2023
SHREE RAM ENTERPRISES   *Delhi*

- Led and completed electrical projects, ensuring timely, high-quality outcomes.
- Optimized resource distribution through data analysis for cost savings.
- Collaborated effectively with teams, demonstrating strong project management and leadership skills.

PROJECTS

Intelligent Entity Mining with LLMs   March 2025

- Applied Python for data cleaning and automation, preparing inputs for the LLM and structuring outputs for analysis.
- Used an LLM-based system with advanced prompts to extract meaningful entities from unstructured free text, addressing the challenge of manual classification.
- Refined LLM prompts iteratively to achieve ~95% extraction accuracy and ensure reliable outputs.

- Refined and normalized extracted entities to suit client requirements, ensuring usability for downstream analytics.
- Reduced manual effort, accelerated data readiness, and improved detection of key operational insights.
- Tech Stack used: Python (data cleaning, automation), LLMs (prompt engineering, few-shot), Excel/CSV outputs.

Call Center's Trends (Demo) February 2024

- Developed a Power BI dashboard to address the lack of visibility into call center performance, uncovering missed satisfaction targets (–25%), Monday peak loads, hourly call spikes, and ~20% call abandonment.
- Enabled stakeholders to improve staffing allocation, reduce missed calls, and enhance customer satisfaction.
- Tech stack used: Power BI

E-COMMERCE SALES ANALYSIS (Github) (Demo) February 2024

- Built a KPI dashboard (sales, profit, orders, market share) that consolidated scattered sales data and enabled YTD vs. PYTD analysis, uncovering more than 300% growth in select categories and clear regional customer acquisition trends.
- Enabled leadership to focus on high-growth areas, monitor underperforming ones, and refine market expansion strategies.
- Tech Stack: Power BI

CERTIFICATIONS

Professional certification in Data Science Newton School December 2023

- Gained hands-on expertise in data manipulation and visualization using Excel, SQL, Power BI, and Python - applied through real-world projects and case studies to strengthen advanced analytical skills.

SKILLS

Computer Languages: JavaScript, HTML, SQL, Python, Machine Learning
Data Tools: Power BI
Software Packages: Excel, MySQL, Matplotlib, Pandas
Soft Skills: Communication Skills, Critical Thinking, Leadership
Others: Tableau, Analytics, Spreadsheet, Microsoft Office

EXTRA-CURRICULAR ACTIVITIES

- Served as Coordinator of the Technical Society of College (STROM), 2013–2014.
- Took part in *Year of Science and Education of Switzerland in India*, 2009.