Puneet Kumar Garg

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PROFESSIONAL SUMMARY

Result-oriented Data Analyst with $\tilde{2}$ 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%

EXPERIENCE

Data Analyst II   March 2025 - July 2025
Axion Ray   *Bangalore*
- Streamlined data-prep workflows, improving project delivery speed by $\tilde{3}0\%$.
- Built and refined advanced LLM prompts to extract entities from unstructured text.
- Automated data cleaning and pre-ingestion pipelines in Python, reducing manual effort by $\tilde{3}0\%$.
- Identified bottlenecks and recurring issues in operational datasets.
- Partnered with global stakeholders to convert business needs into analytical solutions.

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 $\tilde{2}0\%$.
- 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 electrical projects to timely, high-quality completion while effectively managing resources and demonstrating strong leadership and teamwork.

PROJECTS

Intelligent Entity Mining with LLMs ([Github](#)) ([Demo](#))   March 2025

- Built an LLM-driven extraction pipeline achieving 95% accuracy, automating data prep and reducing manual review time.

Call Center Performance Optimization Dashboard — Power BI ([Github](#)) ([Demo](#))   December 2024

- Enhanced contact center efficiency by visualizing hourly call patterns, wait times, and agent performance, enabling data driven staffing and SLA improvements.

E-Commerce Growth & Sales Insights Dashboard — Power BI ([Github](#)) ([Demo](#))   February 2024

- Delivered unified sales and market insights to identify high-growth categories, optimize marketing spend, and drive strategic inventory and retention decisions.

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