

# Puneet Kumar Garg

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## PROFESSIONAL SUMMARY

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Result-oriented Data Analyst with 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

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

## EXPERIENCE

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

- Streamlined data-prep workflows, improving project delivery speed by 30%.
- 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 30%.
- 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 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 electrical projects to timely, high-quality completion while effectively managing resources and demonstrating strong leadership and teamwork.

## PROJECTS

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**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

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**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

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**Computer Language:** Python, SQL

**Soft Skill:** Communication Skills, Critical Thinking, Leadership, Problem-Solving

**Databases & Data Tools:** Excel, MySQL, Power BI, Spreadsheet, Tableau

**AI / ML:** Machine Learning

**Domain & Business Skills:** Analytics

**Frameworks & Libraries:** Matplotlib, Microsoft Office, Pandas