

# VINCENT NNAEMEKA OLI

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## ● ABOUT ME

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Highly motivated data analyst with a strong industry experience in data analysis and visualization with the ability to transform data into valuable insights. Proficient in Microsoft Excel, SQL, and Power BI. Successfully completed virtual simulation projects for Accenture North America and PwC. Eager to contribute my expertise to a company known for its innovative marketing approach.

## ● WORK EXPERIENCE

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03/05/2022 – CURRENT Lagos, Nigeria

**IT SUPPORT / PROGRAM OFFICER** CEREBRAL PALSY CENTER

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- Guiding staff with the step-by-step process in solving computer related problems
- Installation and configuration of computer operating systems and applications
- Set up new staff accounts and profiles
- Trouble shooting of systems and other electronic devices
- Organizing of programs and events.
- Ensuring the smooth running of day-to-day activities at the Centre.
- Designing of flyers, posters and 3D Animations for online publicity of programs and events.
- Ensuring that documents are complete before the admission of any child at the Centre.
- Updating of websites to the latest information.

01/10/2020 – 12/01/2022 Lagos, Nigeria

**ACCOUNTANT** CHARLEYGATE HOTELS LIMITED

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- Enhanced transparency by documenting daily sales report, and monitoring inventory.
- Prepared monthly account summary as well as trial balance of accounts.
- Helped with bank statements reconciliation, as well as accounts payable and receivable.
- Ensured that all accounting and finance records are properly filed.
- Improved on the filing system for the company which resulted in efficient file recovery and archiving.
- Monthly and Annual Data Analysis with proven insights.

## ● EDUCATION AND TRAINING

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15/09/2014 – 05/03/2019 Abuja, Nigeria

**BSC. COMPUTER SCIENCE** National Open university of Nigeria

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02/10/2023 – 16/12/2023 Lagos, Nigeria

**DATA ANALYTICS** Datanex Learning

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**Website** <https://datanex-learning.trainercentralsite.com/>

04/02/2020 – 03/06/2020

**3D CHARACTER ANIMATOR** LinkedIn Learning

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**Website** <https://www.linkedin.com/learning/>

07/03/2012 – 15/06/2012

**MICROSOFT OFFICE SUITE CERTIFICATION** Complete Computers and Technology Limited

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**Website** <https://www.cctechlimited.com/>

## DIGITAL SKILLS

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Microsoft Office package: Microsoft Word, Excel, PowerPoint, Access | SQL (SQL Server) | Power Query, Power BI | Data Entry & Collection | Data Collection, Data Cleaning, Data Analysis, Data Visualisations | Python Language - Basic knowledge | Data Analytics and Reporting | I can easily deliver my thoughts verbally or in writing | Troubleshooting Windows related Issues | Time management, Analytical thinking, Strategic planning, Self-motivation, Attention to detail | High Emotional Intelligence | planning and organising skills | Maya - Animation | Content Creations

## ADDITIONAL INFORMATION

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### PROJECTS

11/03/2024 – 20/03/2024

#### Power BI Project

##### PwC Switzerland Power BI Job Simulation on Forage - March 2024

- Completed a job simulation where I strengthened my PowerBI skills to better understand clients and their data visualisation needs.
- Demonstrated expertise in data visualization through the creation of Power BI dashboards that effectively conveyed KPIs, showcasing the ability to respond to client requests with well-designed solutions.
- Strong communication skills reflected in the concise and informative email communication with engagement partners, delivering valuable insights and actionable suggestions based on data analysis.
- Leveraged analytical problem-solving skills to examine HR data, particularly focusing on gender-related KPIs, and identified root causes for gender balance issues at the executive management level, highlighting a commitment to data-driven decision-making.

01/03/2024 – 08/03/2024

#### Data Analytics and Visualization

##### Accenture North America Data Analytics and Visualization Job Simulation on Forage - March 2024

- Completed a simulation focused on advising a hypothetical social media client as a Data Analyst at Accenture
- Cleaned, modelled and analyzed 7 datasets to uncover insights into content trends to inform strategic decisions
- Prepared a PowerPoint deck and video presentation to communicate key insights for the client and internal stakeholders

02/10/2023 – 09/12/2023

#### Microsoft Power BI and Excel Projects

##### Documentations of Microsoft Power BI and Excel projects with insights

Links <https://github.com/vinceemmy/NORTHWIND-Sales-Analysis-from-2013-to-2015-business-Year> | <https://github.com/vinceemmy/SALFREEZE-Ecommerce-Sales-Analysis-from-2014-to-2018-business-Year> | [https://github.com/vinceemmy/BOSTON-UNIVERSITY\\_Student\\_Medical\\_Report\\_Analysis](https://github.com/vinceemmy/BOSTON-UNIVERSITY_Student_Medical_Report_Analysis)

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