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INDUSTRY EXPERTISE

Commercial Real Estate · Manufacturing & QA · Logistics & Admin

CORE SKILLS

Expert: SQL, BigQuery, Data Validation & QA

Proficient: Python (Pandas), Power BI, Tableau, KPI Design & Reporting, Data Modelling, ETL/ELT

Familiar: Alteryx, Apache Superset, T-SQL, MySQL, R, Azure (exposure), Advanced Excel, Git

AI & TECHNICAL LEADERSHIP

AI Prompting (research & data gathering) · AI-Assisted Coding & Debugging · Copilot Onboarding & Team Training · SQL & Logic Code Reviews

EDUCATION

Certificate in Data Science with Python
University of Cape Town | 2024

STRENGTHS

- Fast-Tracked into Leadership
- Stakeholder Management
- Cross-Functional Collaboration
- Process Automation Mindset
- Root-Cause Problem Solving

REFERENCES

Available upon request.

DANIKA SINGH

BUSINESS INTELLIGENCE & DATA ANALYST | TEAM LEAD

"Turns messy data into decisions, and one-off fixes into permanent ones."

Data & BI Team Lead with hands-on experience across SQL, Python, BigQuery, and Alteryx. Fast-tracked from Analyst to Team Lead within under a year in recognition of strong technical ownership, and now sets the technical and quality bar for a small analyst team, reviewing SQL logic and reporting outputs before they reach stakeholders, while remaining its most hands-on contributor rather than stepping back from the work. Strong on data governance and root-cause analysis: turns raw, multi-source data into decision-ready insight for commercial and operational stakeholders, with a track record of tracing problems upstream, including a 30,000-property duplication audit and an incentive-calculation error, and fixing them permanently rather than patching them.

KEY ACHIEVEMENTS

- **Led a full data audit across an Australian property portfolio spanning 5 states, ~30,000 properties, and 40,000+ listings.** Uncovered systemic listing duplication from ingestion errors and inconsistent researcher input, corrected every record, then partnered with stakeholders and developers to design permanent system-level guardrails.
- **Diagnosed a production-numbers mismatch to a duplicate-entry dimension table** causing a join fan-out that was double-counting figures feeding incentive allocation; fixed the join and built a permanent, automated validation check.
- **Reduced manual scraping of raw property data from a web-based mapping platform,** automating most of the process with Google AppScript and cutting ingestion time in half.
- **Fast-tracked from Research & Data Analyst to Team Lead within under a year,** trusted to set the technical and quality bar for the team while staying its most hands-on SQL and BigQuery contributor.

PROFESSIONAL EXPERIENCE

AREALYTICS
Nov 2024 - Present

Research & Data Team Lead

Previously: Research & Data Analyst

- Set the technical and quality bar for a small team of research and data analysts as Team Lead, reviewing datasets, SQL logic, and reporting outputs before they reach stakeholders, while remaining the team's most hands-on BigQuery and Python contributor.
- Led a full data audit across a 5-state, ~30,000-property, 40,000+ listing dataset; resolved systemic duplication and implemented system-level guardrails with stakeholders and developers to prevent recurrence.
- Traced a data-quality mismatch to a duplicate-entry dimension table double-counting figures feeding incentive calculations; fixed the underlying join and built permanent, automated validation.
- Reduced manual scraping of raw property data from a web-based mapping platform, automating most of the process with Google AppScript and cutting ingestion time in half.
- Coordinate the team's research and reporting cycles, including market research on commercial real estate using GIS tools and AI prompting; introduced GitHub Copilot to the team, training colleagues to validate AI-extracted information instead of manually reading through lease documents that can run 100+ pages.
- Build and maintain SQL-based datasets and metrics for KPI reporting, pricing analysis, and incentive allocation; support ETL processes and data validation to ensure accuracy and reliability of reporting outputs.

SONDOR PERFORMANCE FOAMS
Apr 2024 - Nov 2024

Process Monitor

- Conducted quality control analysis and process investigations to identify inefficiencies and support continuous improvement.
- Performed process audits and data checks, and supported operational reporting through structured monitoring and documentation.

ACCESS WORLD
Jan 2022 - Jan 2024

Administrative Assistant

- Managed data capturing, record maintenance, and administrative and financial reporting flows, building a strong foundation in accuracy and data discipline.

NOTABLE IMPACT & METRICS

50%	30K+	40K+	5	<1 YR
INGESTION TIME CUT	PROPERTIES AUDITED	LISTINGS CORRECTED	STATES COVERED	ANALYST TO TEAM LEAD