

PULKIT SRIVASTAVA

HR Analytics & Data Analyst | Power BI | Excel Automation | SQL | Python | AI Data Evaluation

India | Email: your.email@example.com | Phone: +91-XXXXXXXXXX | LinkedIn: linkedin.com/in/your-profile | Portfolio/GitHub: add-link

FREELANCE PROFILE SUMMARY

HR Analytics and Data professional with experience in workforce reporting, dashboard development, data cleaning, Excel automation, and HR Tech workflows. Skilled in Power BI, Excel, SQL, Python, Power Query, DAX, Power Apps, Power Automate, and SharePoint. Experienced in HR operations, payroll data accuracy, recruitment analytics, performance data, employee master data, and monthly business reporting. Open to freelance and remote projects in data analysis, Power BI dashboards, Excel automation, HR analytics, AI data evaluation, LLM response review, data annotation, and business reporting.

CORE FREELANCE SERVICES

HR Analytics Dashboards: Attrition, headcount, recruitment funnel, time-to-hire, payroll quality, performance and workforce metrics.

Power BI Dashboard Development: Business-ready dashboards with data modeling, DAX measures, KPI cards, filters, and storytelling visuals.

Excel Automation & MIS Reporting: Automated trackers, monthly reports, Power Query cleaning flows, pivot dashboards, and KPI templates.

Data Cleaning & Analysis: Clean messy datasets, handle missing values, validate data, and prepare dashboard-ready files using Excel, SQL, Python, and Power Query.

Power Platform Automation: Power Apps, Power Automate and SharePoint workflows for HR requests, approvals, onboarding and reporting.

AI Data Evaluation Support: Analytical review of AI/LLM responses, prompt-output quality checks, data annotation and structured evaluation tasks.

SKILLS

Analytics & BI: Power BI, Power Query, DAX, Excel, Pivot Tables, KPI Reporting, Dashboard Storytelling, MIS Reporting

Data & Automation: SQL, Python, Pandas, NumPy, Scikit-learn, Data Cleaning, Data Validation, Workflow Automation

HR Domain: HR Analytics, Attrition Analysis, Recruitment Analytics, Payroll Data Quality, Employee Data Management, Performance Analytics

Microsoft Power Platform: Power Apps, Power Automate, SharePoint, Forms, Approval Workflows, HR Tech Automation

Remote/AI Project Keywords: AI Data Evaluation, Data Annotation, LLM Evaluation, Response Review, Quality Analysis, Analytical Reasoning

PROFESSIONAL EXPERIENCE

People Tech & HR Analytics Specialist | Clicktech Private Retail | Sep 2024 - Present

- Build and support HR analytics, reporting, and automation solutions using Power BI, Excel, SQL, Python, Power Apps, Power Automate, and SharePoint.
- Work with HR and business stakeholders to collect, clean, validate, and analyze workforce data for recurring business reviews and people analytics reporting.
- Support automation of HR reports, monthly business review metrics, dashboards, trackers, and SharePoint-based workflows.
- Translate manual HR processes into structured digital solutions that improve visibility, reporting accuracy, and operational efficiency.

HR Assistant | Amazon Development Center | Sep 2022 - Mar 2023

- Improved payroll data processing efficiency by 20% through structured data handling, issue tracking, and process support.
- Resolved 56 real-time data processing issues related to HR and payroll operations, improving operational accuracy.
- Rectified 132 payroll data inaccuracies, strengthening data integrity, validation quality, and process reliability.
- Supported HR operations with employee data checks, reporting support, and workflow accuracy in a fast-paced environment.

HR Generalist | Universal Tribes | Apr 2022 - Aug 2022

- Analyzed 200+ performance evaluations and helped improve training effectiveness by 12%.
- Updated and audited 400+ employee records per month, reducing hiring and documentation errors by 15%.
- Supported recruitment and HR operations, contributing to a 10% increase in qualified hires.

HR Intern | Universal Tribes | Jan 2022 - Mar 2022

- Managed HR data for approximately 150 employees and supported employee lifecycle documentation.
- Calculated turnover trends and supported retention analysis, contributing to an estimated 8% reduction in turnover.

PORTFOLIO PROJECTS

HR Monthly Business Review Automation | *Power BI, Excel, Power Query, SQL, Power Automate*

Designed a reporting automation concept for consolidating recurring HR metrics into structured dashboards and monthly leadership-ready reports.

UK Road Accident Dashboard | *Power BI, DAX, Power Query, Excel*

Analyzed 195,737 current-year casualties and 144,419 current-year accidents, showing YoY reductions of 11.89% and 11.70% through interactive dashboard visuals.

Health Insurance Cost Prediction | *Python, Pandas, Scikit-learn, ML*

Worked with 30,000+ records, handled around 20% missing data, and achieved approximately 88% prediction accuracy using ML models.

COVID-19 Symptom-Based Prediction Model | *Python, Scikit-learn, ML*

Analyzed 50,000+ test records and built classification models with 85%+ accuracy; feature engineering improved performance by around 15%.

EDUCATION & CERTIFICATIONS

- MBA in HR & IT - Distance Education
- Data Science Bootcamp - 6 months, 144+ lecture hours, 8 projects, 100+ datasets explored
- Recommended additions: Microsoft Power BI Data Analyst, PL-900 Power Platform Fundamentals, SQL certification

BEST-FIT REMOTE/FREELANCE ROLES

Data Analyst | HR Analyst / People Analyst | Power BI Developer | Excel Automation Specialist | Business Analyst | Power Platform Consultant | AI Data Evaluator | LLM Response Evaluator | Data Annotation Specialist