

Tara Mehta

Business Intelligence Analyst · FICTIONAL SAMPLE
Kochi, India

Skills

Power BI

Applied to shared performance scorecard through documented preparation, execution and review.

Tableau

Applied to regional operations dashboard through documented preparation, execution and review.

SQL

Applied to self-service analytics rollout through documented preparation, execution and review.

semantic modelling

Applied to shared performance scorecard through documented preparation, execution and review.

DAX

Applied to regional operations dashboard through documented preparation, execution and review.

requirements analysis

Applied to self-service analytics rollout through documented preparation, execution and review.

data governance

Applied to shared performance scorecard through documented preparation, execution and review.

executive reporting

Applied to regional operations dashboard through documented preparation, execution and review.

Summary

Fictional demonstration candidate. All employers, education, projects, achievements and outcomes are illustrative and unverified. Not a real application or licence record. Business Intelligence Analyst with an illustrative 11-year career in analytics, decision support and applied machine learning. Combines power bi, tableau, sql with disciplined documentation, practical coordination and clear communication. The sample career progresses from focused execution to independent workstream ownership, with responsibilities and boundaries described for each appointment. Selected work includes shared performance scorecard, regional operations dashboard and self-service analytics rollout. These examples explain the original problem, individual contribution, deliverables, review approach and remaining limitations rather than relying on unsupported headline claims. Prepared for experienced business intelligence analyst opportunities requiring dependable delivery, thoughtful professional judgement and collaboration. The qualification narrative includes MBA in Business Analytics. Every named organisation and outcome in this record is fictional; professional eligibility is not independently established. Turn a clear brief into dependable analytics, decision support and applied machine learning work: understand the context, apply power bi and tableau, record the evidence and explain the limitations before handover.

Experience

Business Intelligence Analyst - Meridian Analytics Research (fictional)

2024-07 - Present

Independent ownership of scoped business intelligence analyst work, coordinating contributors and making review requirements explicit. Includes the first two selected work examples. Built a governed semantic layer and metric glossary. Standardised filters and documented segment limitations. Led brief clarification and prioritised work using power bi, tableau and sql. Raised unresolved constraints before committing to the next stage. Coordinated peer reviews and handover preparation; used a data-quality and lineage note to distinguish completed work, assumptions and follow-up needs. Supported colleagues with practical examples of semantic modelling and maintained a concise learning record after important assignments. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Senior Business Intelligence Analyst - Northline Analytics Research (fictional)

2020-07 - 2024-06

Owned defined assignments and supported cross-functional coordination. Developed deeper practice in sql and semantic modelling. Created certified example datasets and role-based training. Translated incoming requirements into a sequenced plan and aligned responsibilities with the project or service owner. Applied dax and requirements analysis to resolve delivery questions while maintaining source and decision notes. Introduced reusable working documents and reviewed exceptions with the responsible specialist rather than silently changing scope. Prepared a model or analysis review so the next team could understand the work and remaining questions. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Business Intelligence Analyst - Cedarbridge Analytics Research (fictional)

2017-07 - 2020-06

Progressed from supported tasks to independently managed assignments, with review available for unfamiliar or higher-risk decisions. Handled recurring work

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Certifications

Experiment design practicum

Meridian Professional Learning Studio (fictional) 2023
continuing learning - not a licence or certification Power bi and semantic modelling in the context of business intelligence analyst work. Used reflective exercises and a bounded practice example related to shared performance scorecard.

Responsible data handling workshop

Meridian Professional Learning Studio (fictional) 2024
continuing learning - not a licence or certification Tableau and dax in the context of business intelligence analyst work. Used reflective exercises and a bounded practice example related to regional operations dashboard.

Model monitoring case lab

Meridian Professional Learning Studio (fictional) 2025
continuing learning - not a licence or certification Sql and requirements analysis in the context of business intelligence analyst work. Used reflective exercises and a bounded practice example related to self-service analytics rollout.

Languages

English

professional working - fictional sample

Hindi

professional working - fictional sample

involving power bi and tableau using a documented preparation and review process. Supported regional operations dashboard by organising inputs, maintaining issue notes and incorporating reviewer feedback. Coordinated colleagues and internal stakeholders using concise status updates, clear questions and agreed next steps. Improved record consistency through data governance and documented handover expectations. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Assistant Business Intelligence Analyst - Cedarbridge Analytics Research (fictional)

2015-07 - 2017-06

Built practical foundations through supervised assignments, routine documentation and feedback from experienced colleagues. Assisted with power bi and sql within an agreed scope and escalated unfamiliar work. Prepared inputs and checked completeness before passing work to the responsible reviewer. Maintained task records and learned to communicate assumptions, constraints and observed problems clearly. Applied review feedback to subsequent assignments and developed a dependable working routine. Illustrative career responsibilities. Employer confirmation and underlying work records are not supplied.

Education

MBA in Business Analytics - Asterbridge Institute of Professional Studies (fictional institution)

2013-07 - 2015-05

completed - fictional record Power BI Tableau semantic modelling Specialist study on shared performance scorecard; an illustrative learning project, not a published result.

B.Sc in Mathematics - Cedarhaven College of Applied Studies (fictional institution)

2010-07 - 2013-05

completed - fictional record SQL DAX requirements analysis Applied coursework in power bi, documentation and reviewed practical assignments.



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Projects

Shared performance scorecard

Fictional internal work programme in analytics, decision support and applied machine learning; not a real client case study. Problem: Executives interpreted measures differently. Objective: Create a workable response to this issue through power bi, explicit review criteria and practical documentation. Agree the boundaries before execution and retain unresolved points for follow-up. Business Intelligence Analyst; owned the stated workstream, not the full organisation or every collaborator contribution. Built a governed semantic layer and metric glossary. Prepared the scope with the commissioning team, identified unresolved inputs and used power bi to turn the brief into a sequenced work package. Applied tableau and sql while coordinating reviews with the designated owner. Kept decision notes so collaborators could separate facts, assumptions and changes. Assembled the handover material, explained open limitations and agreed which items needed further review rather than presenting them as completed. Methods: Power BI; Tableau; SQL; semantic modelling Deliverables: Shared performance scorecard - scoped brief; Shared performance scorecard - reviewed working package; Shared performance scorecard - handover and learning summary Review: Reviewed the scoped output against the agreed brief, recorded exceptions and checked that key conclusions could be traced to observations. The review package calls for a data-quality and lineage note and a named human reviewer. Illustrative outcome: the team adopted a repeatable approach for shared performance scorecard, with clearer ownership and reviewable records. This is a fictional qualitative result; no real performance measurement or external acceptance evidence is supplied. Limitations: Synthetic demonstration only. Examples use synthetic or permissioned data; no claim is made that a model is safe for an untested population. No underlying client documents, independently verified measurements or signed approval records are attached.

Regional operations dashboard

Fictional internal work programme in analytics, decision support and applied machine learning; not a real client case study. Problem: Regional managers lacked comparable views. Objective: Create a workable response to this issue through tableau, explicit review criteria and practical documentation. Agree the boundaries before execution and retain unresolved points for follow-up. Business Intelligence Analyst; owned the stated workstream, not the full organisation or every collaborator contribution. Standardised filters and documented segment limitations. Prepared the scope with the commissioning team, identified unresolved inputs and used sql to turn the brief into a sequenced work package. Applied semantic modelling and dax while coordinating reviews with the designated owner. Kept decision notes so collaborators could separate facts, assumptions and changes. Assembled the handover material, explained open limitations and agreed which items needed further review rather than presenting them as completed. Methods: Tableau; SQL; semantic modelling; DAX Deliverables: Regional operations dashboard - scoped brief; Regional operations dashboard - reviewed working package; Regional operations dashboard - handover and learning summary Review: Reviewed the scoped output against the agreed brief, recorded exceptions and checked that key conclusions could be traced to observations. The review package calls for a evaluation protocol and a named human reviewer. Illustrative outcome: the team adopted a repeatable approach for regional operations dashboard, with clearer ownership and reviewable records. This is a fictional qualitative result; no real performance measurement or external acceptance evidence is supplied. Limitations: Synthetic demonstration only. Examples use synthetic or permissioned data; no claim is made that a model is



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Self-service analytics rollout

Fictional internal work programme in analytics, decision support and applied machine learning; not a real client case study. Problem: Business users relied on manual report requests. Objective: Create a workable response to this issue through sql, explicit review criteria and practical documentation. Agree the boundaries before execution and retain unresolved points for follow-up. Business Intelligence Analyst; owned the stated workstream, not the full organisation or every collaborator contribution. Created certified example datasets and role-based training. Prepared the scope with the commissioning team, identified unresolved inputs and used dax to turn the brief into a sequenced work package. Applied requirements analysis and data governance while coordinating reviews with the designated owner. Kept decision notes so collaborators could separate facts, assumptions and changes. Assembled the handover material, explained open limitations and agreed which items needed further review rather than presenting them as completed. Methods: SQL; semantic modelling; DAX; requirements analysis Deliverables: Self-service analytics rollout - scoped brief; Self-service analytics rollout - reviewed working package; Self-service analytics rollout - handover and learning summary Review: Reviewed the scoped output against the agreed brief, recorded exceptions and checked that key conclusions could be traced to observations. The review package calls for a model or analysis review and a named human reviewer. Illustrative outcome: the team adopted a repeatable approach for self-service analytics rollout, with clearer ownership and reviewable records. This is a fictional qualitative result; no real performance measurement or external acceptance evidence is supplied. Limitations: Synthetic demonstration only. Examples use synthetic or permissioned data; no claim is made that a model is safe for an untested population. No underlying client documents, independently verified measurements or signed approval records are attached.



Achievements

Shared performance scorecard

Built a governed semantic layer and metric glossary. The achievement is the described workstream contribution; independent outcome evidence is not supplied.

Regional operations dashboard

Standardised filters and documented segment limitations. The achievement is the described workstream contribution; independent outcome evidence is not supplied.

Self-service analytics rollout

Created certified example datasets and role-based training. The achievement is the described workstream contribution; independent outcome evidence is not supplied.

