

Joseph Onyekachi Emeleogu

Data Scientist



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Professional Summary

I'm a professional with a strong grounding in analytical problem-solving, statistical thinking, and structured decision-making. I am experienced in business reporting, dashboard development, data validation, and operational analytics. Skilled in Python, SQL, Excel, and Power BI to clean data, analyze trends, automate reporting, and translate findings into actionable business insights. I bring the ability to work through complex datasets, extract what is meaningful, and translate findings into clear, practical insight. Particularly effective in environments where clarity, and sound judgment matter, and where technical work needs to support real business decisions.

Professional Experience

Data Scientist

IBOSS

09/2024 – Present

Lagos, Nigeria

- Collected data from web sources using Python and cleaned messy datasets with Pandas, improving data quality and enabling more reliable analysis.
- Analyzed business data to identify trends and performance gaps, contributing to **more informed decision-making across operations**
- Developed executive-ready dashboards and reports using Power BI and Excel, increasing visibility into key metrics and reducing reporting time by **30%**

Operations & Data Assistant

Gifthouse Ventures

04/2021 – 07/2022

Lagos, Nigeria

- Managed high-volume data processing with **99% accuracy**, ensuring reliable record-keeping and operational continuity
- Produced monthly performance reports using advanced Excel functions, improving reporting efficiency by **25%**
- Maintained structured documentation systems, improving accessibility and reducing retrieval time by **40%**
- Managed multiple concurrent priorities in a fast-paced environment, ensuring deadlines were consistently met

Education

B.Sc. Actuarial Science

University of Lagos

01/2020 – 09/2025

Lagos

Skill Acquisition Certificate: Data Science

Utiva Data Science Fellowship

06/2022 – 01/2023

Lagos

Key Skills

Data Analysis & Querying

Python (Pandas, NumPy), SQL, Advanced Excel, Google Sheets

Data Visualization

Power BI, Tableau, Python (Matplotlib, Seaborn, Plotly)

Communication & Strategy Support

Executive correspondence, Briefing notes & reporting, Stakeholder coordination

Languages

English

Fluent

Technical Proficiency

Operations Tools

Microsoft Office Suite, Google Workspace, Zoom

Data Tools

Power BI, Tableau, SQL, Python

Presentations

MS Powerpoint, Keynote, Google Slides

Soft Skills

Critical thinking

Attention to detail

Deadline management

Reliability and dependability

Excellent Written & Verbal Communication

Additional Experience

National Risk Compendium

12/2024 – 06/2025

Head of Correspondence

Lagos

- Served as central coordination point for executive-level event operations involving 800+ stakeholders
- Drafted and distributed key conference materials, including agendas, schedules, and logistical updates, ensuring clear and timely information for all participants.
- Collaborated with cross-functional stakeholders and leadership teams to track action items and proactively resolve issues, contributing to a seamless and successful event.

Actuarial Science and Insurance Students Association, University of Lagos

01/2023 – 09/2025

General Secretary

University of Lagos -
Lagos, Nigeria

- Coordinated executive-level meetings, including scheduling, agenda preparation, and documentation of outcomes
- Tracked action items and ensured follow-through across teams, improving accountability and execution consistency
- Managed official correspondence and drafted communications to internal and external stakeholders
- Organized professional networking events involving **50+ participants**, ensuring seamless logistics and stakeholder alignment
- Maintained structured documentation systems with clear filing and version control, improving communication flow and information accessibility
- Prepared executive summaries and briefing notes to support decision-making

Additional Certifications

Google Data Analytics Professional Certificate – Google

Coursera | Issued Oct 2025

Applied Data Science With Python – University of Michigan

Coursera | Issued Oct 2025

How Computers Work - University of London

Coursera | Issued Oct 2025