

Mahdieh Sajadi

Data analyst working across dashboards, recurring reporting, data validation and decision-support materials.

Vancouver, BC · [linkedin.com/in/mahdieh-sajadi](https://www.linkedin.com/in/mahdieh-sajadi) · github.com/madsj2023 · msajadi.ca

Professional summary

Data Analyst with hands-on experience turning data, research, and stakeholder input into clear, actionable insights through dashboards, reports, and decision-support materials. Skilled in SQL, Excel, Python, and Power BI, with a track record of data validation, trend analysis, and cross-functional collaboration with technical and business teams. Experienced supporting data governance, data quality standards, and information management, including work with sensitive data (PII). Background in environmental engineering brings strong attention to detail, structured problem-solving, and comfort working in technical, evidence-based environments.

Professional experience

Data Analyst

CogniParse / Remote

January 2024 – Present

- Built and maintained Power BI dashboards to track reporting accuracy, model performance, and data extraction outputs, supporting recurring insight products for stakeholders.
 - Used SQL and Excel to extract, clean, prepare, and validate data for analysis and recurring reporting, applying data quality checks throughout.
 - Performed exploratory data analysis to identify trends, patterns, and anomalies, supporting troubleshooting and continuous improvement of reporting processes.
 - Prepared clear visual reports and communicated findings while collaborating remotely with technical team members, supporting data-driven decisions.
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Environmental Data Analyst

Iranian Aluminum Company (IRALCO) / Arak, Iran

May 2021 – June 2023

- Analyzed environmental and operational data to identify trends, patterns, and outliers using statistical and graphical analysis, translating findings into insights for management.
 - Used SQL and Excel to extract, prepare, validate, and quality-check data for technical reporting and decision-support materials.
 - Designed Power BI dashboards and analytical reports used by operations and management teams to support evidence-based decisions.
 - Collaborated with engineers and stakeholders to investigate data issues, communicate findings, and improve reporting processes and documentation.
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Volunteer experience

Volunteer Data Analyst Assistant

Vancouver Region Educational Services / Vancouver, BC

February 2026 – July 2026

- Support data-related tasks, data organization, and documentation while learning internal reporting systems.

Projects

Brazilian E-Commerce Sales & Delivery Analysis

- Built a multi-page Power BI dashboard analyzing sales, delivery, and customer data from a large Brazilian e-commerce dataset (~96K orders, R\$15M in revenue), using SQL and Python for data extraction, cleaning, and transformation.
- Designed KPI cards and visuals (revenue trend, top categories, delivery rate by state, delivery speed vs. satisfaction) with year, state, and order-status filters.
- Analyzed delivery performance across states to flag late-delivery hotspots and their link to customer review scores.

Weather Data Analysis Dashboard

- Built an interactive Power BI dashboard with KPI metrics, trend visualizations, and filters analyzing climate trends across Canadian cities, cleaning raw datasets in Excel and Power BI.

Technical skills

Analytics & reporting	Statistical Analysis, Trend & Pattern Analysis, Outlier Detection, Exploratory Data Analysis, KPI Reporting, Dashboard Development, Data Validation & Quality Checks, Performance Measurement
Programming	SQL, Python (Pandas, NumPy, Matplotlib), R
Visualization & BI	Power BI (dashboards, semantic models, data modeling), IBM Cognos Analytics, Advanced Excel (Pivot Tables, XLOOKUP, Power Query)
Data management & governance	ETL, Data Extraction & Transformation, MySQL, SQLite, Data Documentation, Data Governance & Quality Standards, Metadata & Information Management
Tools & platforms	Azure, Jupyter Notebook, SharePoint, OneDrive, Microsoft Teams/Outlook
Professional	Stakeholder Engagement, Cross-functional Collaboration, Workshop & Consultation Support, Technical Documentation, Independent & Remote Work

Education & certifications

Junior Data Analyst Program	NPower Canada	2025
IBM Data Analyst Certificate	Coursera	2025
Microsoft Azure AI-900		2025
M.S. Environmental Engineering	University of Tehran, Iran	2023
B.S. Engineering	Arak University, Iran	2017