

Arshpreet Kaur

(250) 879-6611 · ubhi.ap@gmail.com · [linkedin.com/in/arsh-kaur](https://www.linkedin.com/in/arsh-kaur) · arshpreetkaur.com · Kamloops, BC - Open to Relocation

SUMMARY

Data analyst and automation builder with delivered experience across Power BI, Python, and Power Automate - shipped enterprise automations, OCR systems, and end-to-end pipelines that reduced hundreds of hours of manual work in regulated and fast-paced environments. PL-300 certified. BSc Computer Science. Agile-experienced with a track record of working across technical and non-technical stakeholders. Looking to grow into increasingly technical data and BI roles - open to opportunities anywhere in Canada.

SKILLS

Analytics & BI: Power BI, Power BI Service, Tableau, SQL, DAX, ETL, data modeling, KPI design, dashboard development, operational reporting

Business Analysis: Requirements elicitation, process mapping (Visio), UAT coordination, Agile/Scrum, user stories, stakeholder interviews, stakeholder management

Automation & Dev: Python, pandas, matplotlib, Plotly, Power Automate, Power Apps, OCR automation, Azure Databricks, Spark, Git, Microsoft Copilot

Tools: Microsoft 365, SharePoint, Azure, Jira, Excel, Visio, Jupyter Notebook

EXPERIENCE

Business Technology Co-op · [British Columbia Lottery Corporation \(BCLC\)](#) · Kamloops, BC *May – Dec 2023*

- Built 4 enterprise automations in Power Automate & Power Apps (Jira card generation, vacation calendar sync, attendance tracker) - cut sprint meetings from 2 hours to under 30 min and eliminated manual calendar-blocking across teams
- Elicited and documented requirements across 5+ cross-functional stakeholder groups; mapped current/future state workflows in Visio to identify service gaps and drive process improvements in a regulated environment
- Contributed to and led UAT execution, backlog refinement, and sprint coordination across 4+ Agile initiatives; maintained all solution documentation and SharePoint knowledge bases for audit readiness
- Designed and delivered 6+ training sessions driving measurable reduction in manual effort; managed enterprise service requests including access provisioning, licensing, and onboarding/offboarding

Operations & Automation (Self-Directed) · [Sahali Liquor Store](#) · Kamloops, BC *Jan 2024 – Present*

- Independently designed and built a Python + OCR inventory automation system - reducing inventory labor from ~27 combined person-hours across 3 shifts to a single 2-hour task (93% reduction), with improved data accuracy and auditability
- Analyzed operational data to support weekly reporting, standardize procedures, and improve onboarding consistency across the team

PROJECTS

Mining Incident Funnel Analysis · *Python · pandas · Plotly · matplotlib*

- Analyzed 8 years of safety records across 48 mines (2,129 validated incidents) to identify where management pipelines stall - surfacing resolution bottlenecks and site-level risk patterns

Paris Olympics 2024 Analytics Pipeline · *Azure Databricks · Python · Spark · Power BI*

- Built end-to-end ETL pipeline processing 10,000+ records; delivered Power BI dashboards for operational reporting, trend analysis, and performance monitoring

Inventory OCR Automation · *Python · OCR · CSV Integration*

- Standalone automation replacing ~27 combined person-hours of manual inventory logging with a single 2-hour task — 93% labor reduction, with improved accuracy and full audit trail

EDUCATION & CERTIFICATIONS

BSc Computer Science · Thompson Rivers University, Kamloops, BC *Conferred 2024*

- Relevant: Artificial Intelligence & Machine Learning, Advanced Databases, Statistics, Data Analysis, Business Systems
- Microsoft Power BI Data Analyst Associate (PL-300)
- Excel for Business Analysts

LEADERSHIP

- President, BCLC Co-op Club - led automation and data skills workshops for 8–12 co-op students; coordinated cohort sessions and peer development activities