Muhammad Masoom Khan

Data Quality Officer

masoomk600@gmail.com

+923016398659

QUETTA (CITY), Pakistan

Results-driven Data Analyst with experience in data manipulation, statistical analysis, and data visualization. Proficient in using tools such as Excel, Tableau, and SQL to uncover insights and drive informed decision-making. Strong analytical skills and ability to communicate complex data findings effectively

WORK EXPERIENCE

Data Quality Officer
MicroMerger (Pvt.) Ltd.

07/2023 - Present

Responsibilties
- Ensure Quality, Accuracy of Data in Online Software/portal
- Verify the Data Entered by the DMOs, Identify all mistakes, communicate to the DLO
- Maintaining accurate and up to date documentation

Data Management Officer
MicroMerger (Pvt.) Ltd.

02/2023 - 06/2023

Responsibilites
- Entering, Updating and Verifying field data
- Ensuring the Accuracy and Confidentiality of Data
- Work closely with DLO and Project manager
- Maintaining accurate and up to date documentation

SQA Engineer
Ultrasoft System

09/2021 - 12/2022

Responsibiities
- Test Scenarios, Test Case Development
- Bug Tracking and Reporting on Excel Sheets
- Ensuring Quality UX/UI Point of View
- Reporting Test Results to the concerned stakeholders

Volunteer
Al-Khidmat Foundation

08/2017 - 08/2018   *Pakistan*

Achievements/Tasks
- Conduct research and provide insights and recommendation
- Administrative support

EDUCATION

Masters in Computer Engineering
Balochistan University of Information Technology, Engineering and Management Sciences

07/2022 - Present

Bachelors in Software Engineering
Balochistan University of Information Technology, Engineering and Management Sciences

08/2017 - 01/2022

SKILLS

Data Analysis   Database Management

Microsoft Power BI   Tableau

Issue identification   Regression   SQL

CERTIFICATES

Google Data Analytics Professional Certificate (03/2023 - Present)
Google

Google IT Support Professional Certificate (04/2023 - Present)
Google

IBM Applied AI Professional Certificate (04/2023 - Present)
IBM

Diploma in Information Technology (04/2013 - 09/2013)