

Haris Zaman

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LINKS

[linkedin](#)

PROFILE

I am electronics engineer with a diverse experience. I have a strong knowledge of communication systems, digital signal processing and power and industrial electronics. I have also gained adequate experience as a data analyst at a renowned organization. I am highly motivated individual who is always up for learning from challenges and opportunities.

EMPLOYMENT HISTORY

Mar 2020 — Sep 2023

Data Analyst, Code Informatics Pvt Ltd

Islamabad

Data Input and Management: Accurately and efficiently input and manage data in company computer systems. Ensure data integrity through regular quality checks and error correction using SQL.

Filing and Reporting: Generate reports and collaborate with colleagues while upholding data confidentiality per company protocols. Filter data by reviewing reports and performance indicators to identify and correct code problems keeping in view the KPIs.

Data Analysis: I worked on Microsoft Power BI to identify patterns and trends in complex datasets, enabling data-driven decision-making and shared it with clients to know the business insight and make productive changes accordingly.

Collaboration with Project Managers: Work closely with project managers to understand and prioritize their analytics needs, including critical metrics and KPIs. Deliver actionable insights to relevant decision-makers.

Precise Data Entry: Execute precise data entry tasks by inputting diverse data from multiple sources into the database systems, encompassing both textual and numerical information. Stay up-to-date with the latest features of various tools and systems. Adhere to standard operating procedures to identify and rectify content errors.

Document Preparation and Accuracy: Using data mining to extract information from data sets and identify correlations and patterns. Monitoring data quality and removing corrupt data.

Data-Driven Collections Optimization: I'm skilled in harnessing user data for in-depth analysis, extracting actionable insights, and creating dynamic operational reports and visually appealing dashboards to optimize collections processes. I collaborate in the design and enhancement of collection strategies and address ad-hoc inquiries to drive efficiency and results.

Nov 2018 — Feb 2020

Admin Officer, Carbon8 Pvt Ltd

Islamabad

Comprehensive Administrative Support: Play a pivotal role in overseeing overall administrative operations and coordinating maintenance activities. Generate insightful reports and conduct data analysis to facilitate informed decision-making.

Data-Driven Presentations and Confidentiality: Craft compelling presentations and reports, leveraging statistical data for impactful communication. Establish and manage a highly organized filing system to safeguard confidential and critical company documents.

Resource Optimization and Strategy Collaboration: Collaborate closely with project managers to devise and execute strategies aimed at achieving cost savings and optimizing resources.

EDUCATION

Sep 2013 — Aug 2017

BE-(Electronics) Hamdard University

Karachi

- Develop testing and support processes for electrical equipment and evaluate current designs to ensure they function properly and meet industry safety standards.
- research, design and oversee every step of product development, from conception to manufacturing. They may work in telecommunications, transportation, computing or aviation.

SKILLS

Multitasking	Experienced	Database management	Skillful
Teamlead	Experienced	Data analysis and visualization	Experienced
Communication Skills	Experienced	Microsoft Excel	Skillful
MS Power Bi Tools	Experienced	SQL	Skillful
Financial Assessments	Experienced	Basics Python Programming Language	Skillful
Microsoft 365	Experienced	Data Entry	Experienced
PLC	Experienced	Typing	Skillful
Math And Statistics Skills	Experienced		

INTERNSHIPS

Jun 2016 — Jul 2016	Survey Eng. Internee , Karachi Port Trust: (KPT)	Karachi
	Coordination with the head of the department. Departmental structural analysis and their new project analysis. Over view of their Instruments and machine working strategy. Establish initial contact with the head office for introduction of program. Provide software and hardware innovation in berth and shipyard designs. Survey on OP 1 and OP 2 plus communication tower and container management strategies.	
Jul 2017 — Aug 2017	Aircraft Survey Eng. (Internee) , PAKISTAN INTERNATIONAL AIRLINES (PIA)	Karachi
	Analyze the hanger process of Aircraft and maintenance limitation. Study the departmental nexus and roles and rules of civil aviation authority (CAA). Survey communication Dept and calibration cell plus battery and turbine mechanism. To study different Aircraft sensors and body structure of the Aircraft.	

LANGUAGES	English	Excellent, C1 Level	Pashto	Native speaker
	Urdu	Native speaker		

COURSES & CERTIFICATIONS

- 1.Data Science Professional Certificate BWN7C576FZT, IBM
- 2.Data Analyst Professional Certificate IBM, IBM
- 3.Data Analytics Professional Certificate, Google
- 4.Programmable Logic Controller (PLC) – 2017
- 5.Raspberry Pi Programming & Hardware Interfacing - 2016
- 6.Energy Audit: System Analysis & Optimization-2014
- 7.PLC Programming & Hardware Interfacing - 2015