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PERSONAL STATEMENT

I am a logical, hardworking and committed Statistician with a passion for data and information. I possess strong communication skills, both written and verbal, and I have more than two years' experience in data analysis, interpretation and presentation. I am extremely organised with a keen eye for detail, and I always ensure that the work is completed on time and to a high standard. I am currently looking for a challenging new statistical role in which to develop my analytical and stakeholder skills.

MRS SUNDAS FAIZAN Statistical Analyst | Statistics Reviewer

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0315-5766207



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Singh Rafi road Tariqabad Lalkurti RWP.



Qualification

- ◆ **Graduate (BS Hons)**
Statistic
International Islamic University Islamabad
- ◆ **Intermediate**
ICS
Federal Board of Islamabad
- ◆ **Matric**
Science
Rawalpindi Board



Professional Experience

- ◆ **2-years x working experience as Statistical Analyst at Research Ethics and Academic Department, Armed Forces Institute of Pathology (National University of Medical Sciences), Rawalpindi (2021-to date)**
 - Designing, Analysing and Interpreting data for PhD Scholars, FCPS trainees, MPhil, BS (Hons) Students, in research synopsis and thesis.
 - Involved in assisting supervisors in the statistical analysis for the thesis defense board.
 - Processing, Analysing and Interpreting data sets by using suitable statistical methods and a broad range of statistical software packages such including SAS, STATA, SPSS and R studio
 - Using advanced features of MS Excel, including Pivot Tables, VLOOKUP and Conditional Formatting
 - Regularly refining and filtering data to obtain the maximum benefit from analysis
- ◆ **2-year x working experience as Statistician at Pakistan Journal of Pathology, Pakistan Association of Pathologist, Rawalpindi (2021-to date)**
 - As statistical analyst more than 50 x articles reviewed
 - Responsible for the initial screening of the research articles

- o Attending and conducted editorial meetings
- ❖ **1-year x working experience as Statistical Analyst as freelancer at Fauji Foundation Hospital, Rawalpindi**
 - o Statistical analysis of more than 100 x articles reviewed
 - o Responsible for the initial screening of the research articles
 - o Responsible for Designing, Analysing and Interpreting data for PhD Scholars, FCPS trainees, MPhil, BS (Hons) Students, in research articles, synopsis and thesis



Software

- | | |
|------------|-----------------|
| ❖ SPSS | ❖ MS PowerPoint |
| ❖ Stata | ❖ Pdf Edits |
| ❖ MS Excel | ❖ R studio |
| ❖ MS Word | ❖ Python |



Professional Courses

- | | |
|--------------------|---------------------------|
| ❖ MS Office Course | ❖ English Language Course |
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Skills Set

- ❖ Excellent communication skills, both written and oral
- ❖ Very high statistical awareness, with the ability to not only collate and report on data but identify from it potential risks and opportunities for improvement
- ❖ Ability to work with a variety of professionals with different skill sets
- ❖ Attention to detail and ability to work in a pressurized, time-sensitive environment without compromising on the quality of work
- ❖ Competent working knowledge of Microsoft Office, MATLAB and SPSS



Interests

- | | |
|---------------------|---------------------|
| ❖ Reading Books | ❖ Indoor Games |
| ❖ Review Literature | ❖ Talk Shows |
| ❖ Research Articles | ❖ Internet Browsing |



Language

- | | | |
|-----------|--------|-----------|
| ❖ English | ❖ Urdu | ❖ Punjabi |
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References

- ❖ Available on demand.