Yasmeen Amjad

DATA ANALYST

ABOUT ME

As a results-driven and detail-oriented Data Analyst having skills proficient in extracting, analyzing, and interpreting complex data sets to provide business-driven solutions. I am well-versed in utilizing statistical methods and data visualization tools to give valuable information and recommendations. I can translate data into understandable and actionable information for business in decision-making. Proven expertise in data analysis tools and languages such as Python, SQL, Excel, and Power BI. Strong commitment to continuous learning and updating with industry trends.

CONTACT

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CERTIFICATIONS

- Microsoft Power BI Data Analyst
- Excel Basics for Data Analysis-IBM
- Data Analysis with Python-IBM
- IBM Data Analyst Professional Certificate
- Prepare Data for Exploration by Google
- Complete Data Analyst Bootcamp - Udemy
- Supervised Machine Learning: Regression and Classification - Stanford Online
- Python for Machine Learning & Data Science Masterclass - Udemy
- Python Basics for Data Science - IBM

EXPERIENCE

Data Analyst, Freelancer
June 2022 – present

- Gather data from various sources, including databases, spreadsheets, surveys, and external data sets.
- Clean and preprocessed raw data to ensure accuracy, completeness, and consistency.
- Use statistical methods and data analysis tools to examine and interpret complex data sets. Identify patterns, trends, and correlations that can inform business decisions.
- Create visual representations of data using charts, graphs, and dashboards to communicate findings effectively to non-technical stakeholders.
- Generate reports and present findings to management or other relevant teams, highlighting key insights and recommendations.
- Work with databases to extract, transform, and load (ETL) data. Understand database structures and query languages for efficient data retrieval.
- Develop and implement predictive models using statistical and machine learning techniques to forecast future trends and outcomes.
- Identify patterns and trends by exploring large datasets. Utilize advanced analytics to discover hidden insights.

SKILL

Data Analysis
Exploratory data analysis
Data Visualization
Feature Engineering
Data Wrangling
Python
MS Office i.e. Excel, Word, PowerPoint
MS Power BI
SQL
Google Looker Studio
Google Sheets
Analytical and Research Skills
Problem-Solving
Teamwork
Leadership
Time Management

EDUCATION

MSc - Mathematics
Quaid-e-Azam University Islamabad
September 2011 - Jul 2013

Courses: Calculus, Linear Algebra, Numerical Analysis, Statistics

LANGUAGES

- English
- Urdu
- Shina

- Ensure data accuracy and integrity by conducting regular audits and validations.
- Collaborate with cross-functional teams, including business analysts, data engineers, and decision-makers, to understand business requirements and provide analytical support.
- Stay updated on industry trends, emerging technologies, and best practices in data analysis.
- Use analytical skills to solve business problems and provide data-driven solutions.
- Manage and prioritize multiple tasks and projects effectively, meeting deadlines and delivering high-quality results.

School Administrator, at Allied School Abdul Hameed Campus

February 2019 - April 2021

- Performed different functions on computers using online communications, spreadsheets, word processors, and other automated tools
- Maintained documentation of all important documents and student files.
- Monitored financial affairs, including budgets and purchasing of school expenses
- Evaluated and standardized curriculum and teaching methodologies
- Conducted teachers and staff evaluations to ensure proper implementation of curriculum
- Recruit, hire, dismiss, and trained staff

Statistics and Mathematics Lecturer, at Gilgit College of Commerce and Economics

September 2015 - August 2018

- Assessed students' learning to determine learning weaknesses and needs, successfully helping students perform.
- Met with students through online learning platforms.
- Created weekly appointments schedule for students, and set specific schedules for student math and statistics and tutors.
- Maintained communications with professors concerning curriculum, and submitted reports twice a week to keep the learning plans up-to-date for the students.