Areeb Noor

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──────────────────────QUALIFICATIONS──────────────────────

- Interpersonal & collaborative skills demonstrated through 500+ volunteer hours, extracurriculars, and peer tutoring.
- Excellent verbal & written communication skills demonstrated through multiple customer focused retail roles.
- Exceptional program management skills demonstrated through oversight of tutoring.
- Timeline management skills demonstrated through development & launch of projects.
- **Languages:** C, Python, JavaScript, HTML, CSS, SQL.
- **Tools:** Microsoft Excel, VSCode, Google Doc suite, OSB Recorder, Waterfall, Agile, Scrum.

──────────────────EDUCATION / RELEVANT COURSES──────────────────

Bachelors of Commerce - Business Technology Management - *Toronto Metropolitan University*   **2020 - 2024**

Business Intelligence and Analytics	Systems Analysis and Design	Economics of Human Behaviour
Business Process Management	Intro to Professional Communications	Organizational Behaviour
Big Data Analytics	Intro to Global Management	Intro to Financial Accounting
Project Management	Managerial Decision Making	Principles of Marketing
Strategy Management & Acquisition	Critical Thinking	Business Law
Applied Statistics for Business	Introductory Microeconomics	Managerial Finance

──────────────────────EXPERIENCE──────────────────────

Data Analyst Intern - *Toronto Metropolitan University*   **May 2023 - Present**
- Created high quality data sets by performing data cleaning on 100k+ entries by removing duplicates and irrelevant data.
- Built 400+ high qualifying prospect profiles likely to donate by conducting external research to augment profile data with information around donations to similar causes, contact information and public financial records.
- Validated and verified data in 2000+ prospect profiles by cross-referencing data in sources like Salesforce, iWave, and LiveAlumni.
- Compiled updates for leadership on data cleaning and prospect profiles progress on a weekly basis; Highlighted top 1% of qualifying prospects for Outreach Team to connect and establish a relationship.

Head of Business Development - *A.S.T.A.R.O.S. Aerospace*   **January 2023 - June 2023**
- Spearheaded social media & outreach, finance, project management, onboarding & more business operations.
- Created & executed project timeline by conducting regular meetings, providing feedback, and delegating tasks.
- Identified business needs & constructed plans to fulfill them by analyzing current standing vs desired outcome.

Web Developer - *Metropolitan Aerospace & Combustion Hub (MACH)*   **September 2021 - September 2022**
- 1 of 3 team members for website creation using JavaScript & HTML for the MACH club.
- Used parallel workflow techniques to complete tasks efficiently & effectively.
- Built members biography page using HTML and implemented animations using CSS hover selector.

Peer tutor - Intro to Programming | Python - *Self Employed / TMU*   **September 2021 - April 2022**
- Tutored Intro to Programming class across 2 professors and 75+ students.
- Hosted 2-3 weekly sessions teaching Python concepts like built in types and functions for 40+ students/session.
- Created an online learning community with multiple channels and communication mediums, promoting better networking among peers.

──────────────────────PROJECTS──────────────────────

Spacetagram | *JavaScript, HTML, CSS*
- Built an application to display images from space for each day of the week. Utilized the JavaScript Fetch API to asynchronously grab and display image data from the NASA open API.

Portfolio Website | *HTML, CSS* - areebnoor.me
- Drove delivery of portfolio website using HTML & Implemented responsive design using CSS media queries.
- Used process design methodologies to create simple and effective web layout and user interaction.
- Oversought project from beginning to launch by planning timeline, resource allocation, and deployment.

Glo-bus - Online Strategy Simulation
- Lead team of 4 in a global business strategy simulation, acted as directors for a UAV drone & Action camera company, consistently ranked 1st / 8 teams in class for 10 weeks running
- Achieved rank of 16th / 2775 teams globally, as measured by company performance across Net Revenue, EPS, ROE, and Stock Price.