

# Az-Zubayr Steven Harrison

Data Analyst



## Contact



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London (UK)  
Riyadh (KSA)

## Languages



English (Native)



Arabic

## Technical Skills



R



Python



SQL



Power BI



Excel



Figma

## About Me

Results-driven Data Analyst with 6 years of experience in the aviation education sector, specializing in data management, analysis, and reporting. Demonstrated success in leading teams, developing dynamic dashboards, and creating robust databases. Highly proficient in Power BI, Excel, SQL, Python, and Figma, with a strong aptitude for data visualization and statistical analysis. Adept at translating complex data insights into actionable strategies.

## Experience

### Assessment Coordinator

*International Aviation Technical College – (Aug 2020 – Present)*

- Led a team of Invigilators and Administrative Assistants, ensuring full compliance with EASA-aligned exam conduct standards.
- Spearheaded the development and implementation of a comprehensive process for capturing, validating, and reporting exam results, significantly improving data accuracy and accessibility.
- Engineered and maintained SQL databases for CBT and practical exam results, integrating with Python scripts and Power BI to automate reporting and analysis.
- Designed and maintained dynamic dashboards that provide management with real-time insights into employee certification compliance, company-wide metrics, and departmental performance.
- Directed the generation, uploading, and performance analysis of summative CBTs across multiple Learning Management Systems, ensuring alignment with best practices in assessment.
- Established a streamlined workflow for document tracking, metadata entry, cleaning, scanning, linking, and analytical reporting, enhancing operational efficiency.
- Regularly assumed departmental leadership responsibilities in the absence of the department manager.

### Assessment Administrator & Invigilator

*International Aviation Technical College – (Jul 2018 - Aug 2020)*

- Regularly assumed departmental leadership responsibilities in the absence of the department manager.
- Managed the documentation and reporting of assessment malpractice cases across CBT and practical exams, maintaining the integrity of the examination process.
- Conducted thorough validation of CBT exam results and compiled detailed reports for faculty distribution, facilitating data-based decision-making.

### Equestrian Program Supervisor

*City of Bellevue WA, Kelsey Creek Equine Program USA – (Aug 2012 - May 2014)*

- Led equine lessons for children, with a prioritization on rider safety.
- Managed pastoral care including preparation and administering of medication and supplements.
- Managed public interactions and queries, ensuring the safety and well-being of visitors.

## Education / Certification

- MSc Data Science - University of Essex (*Currently Studying*)
- EASA Part 66 Exam Invigilator Certification – 2023
- Google Data Analytics Professional Certification – 2022
- Arabic Linguistics Institute, King Saud University– (2016 – 2018)
- SAT, Bellevue Washington, USA – 2014
- GED, Bellevue Washington, USA – 2014