

# Dorra Ben Abdallah

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## Career Objectives

A motivated and ambitious individual seeking a challenging career opportunity that allows for personal and professional growth. Dedicated to leveraging my skills, knowledge, and experience to contribute effectively to the success and growth of an organization.

## CONTACT

**E-mail:** dorrabenabdallah13gmail.com

**Phone Number:** +216. 26 977 875

**Linkedin:** <https://www.linkedin.com/in/dorra-ben-abdallah-086bb51b9>

**Website:** [dorraba.tn](http://dorraba.tn)

**Location:** Ouardial, 1009, Tunis



## EDUCATION

**Bachelor of Science in Business Administration: Business Analytics Major & IT Minor** 2020 - 2024  
Tunis Business School

**Main courses:** Statistics | Time Series Analysis | Econometrics | Data Analysis | Data Mining | Python | Information System Analysis and Design | Linux | Data Base Management Systems ...

## PROFESSIONAL EXPERIENCE

**Research Assistant** Aug.2023 - Oct.2023  
60\_decibels Tunis

- Data gathering through various methods.
- Contribution to the preparation of research reports, papers, and presentations.
- Integration of collected data.

**Data Visualization: Virtual Internship** Sep.2023  
TATA - Forage Tunis

- Data Cleaning and Preparation.
- Analyzed data to understand the context, trends, and insights that need to be conveyed through visualizations.
- Developed interactive dashboards using tools like Tableau and Power BI.

**English Consultant** Jul.2020 - Sep.2023  
OMNIBUS Project Poland Tunis

- Educational Content creation.
- Proofreading & post-editing.

## COMMUNITY WORK

**Ambassador For a Day** 2020  
British Embassy of Tunis

- Escorting the Bulgarian Ambassador during their daily tasks.
- Represent Tunisia in a multinational round table with various ambassadors.
- Deliver a speech and presentation on Environmental policies and Gender representations in Tunisia.

**Multimedia** 2022 - 2023  
ECOSAVE

- Creating and curating multimedia content.
- Promotion of club events by creating marketing materials,
- Social media management and content creation.

<b>Human Resources Officer</b> SHE STARTS AFRICA TBS <ul style="list-style-type: none"> <li>Managing every aspect of the employment process.</li> <li>Organize recruitment, orientation and trainings.</li> <li>Ensure a smooth workflow and an amicable environment.</li> </ul>	2021 - 2022
<b>Human Resources Assistant</b> TUNIVISION TBS <ul style="list-style-type: none"> <li>Assisted with the recruitment process</li> <li>Facilitated new recruits onboarding</li> </ul>	2021 - 2021
<b>Marketing OC</b> TBS Annual Gathering 2k21 <ul style="list-style-type: none"> <li>Developing and implementing marketing strategies and campaigns to promote the event.</li> <li>Collaborating with cross-functional teams to create marketing materials, such as flyers, posters, and promotional videos.</li> </ul>	2021
<b>Global Game Jam 2021</b> Global Game Jam <ul style="list-style-type: none"> <li>Engaged in a creative challenge where I contributed to the design, development, and creation of a video game from scratch within 48 hours.</li> </ul>	2021
<b>Information Technology</b> TRINITY TBS <ul style="list-style-type: none"> <li>Assisting in the setup and maintenance of IT systems and equipment for activities and events.</li> <li>Providing guidance to club members on the use of technology tools and software.</li> </ul>	2020 - 2021
<b>Human Resources</b> TUNIVISION TBS <ul style="list-style-type: none"> <li>Supporting the recruitment and onboarding process for new club members.</li> <li>Maintaining accurate and up-to-date HR records, including personnel files and attendance records.</li> <li>Assisting in organizing and conducting training and development programs for club members.</li> </ul>	2020 - 2021
<b>Project Management</b> MERIT TBS <ul style="list-style-type: none"> <li>Assisting in the planning, execution, and monitoring of club projects to ensure their successful completion.</li> <li>Collaborating with project teams to define project objectives, scope, and deliverables.</li> <li>Developing project schedules, timelines, and resource allocation plans.</li> </ul>	2020 - 2021

## KEY SKILLS

<b>✓ Languages:</b> <i>Arabic:</i> Native/bilingual proficiency <i>English:</i> Native/bilingual proficiency <i>French:</i> Full professional proficiency <i>Korean:</i> Elementary proficiency	<b>✓ Programming Languages :</b> Python, R, C, SQL, HTML, CSS, Javascript, PHP, Java...  <b>✓ Linux</b>	<b>✓ Business management concepts:</b> SWOT analysis, PESTLE approach, BCG matrix, and Porter's five forces
<b>✓ PowerBI</b>	<b>✓ Microsoft suites &amp; Google suites</b>	<b>✓ Machine learning:</b> <b>Algorithms:</b> KNN, CART, RandomForest, ANN, PCA... <b>Libraries:</b> Pandas, TensorFlow, SKlearn...
<b>✓ Graphic Design</b>	<b>✓ Content Creation</b>	

## PROJECTS

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- Analyzed iconic sets: the Google analytics customer Revenue , IRIS, Titanic , Boston Housing prices, Breast Cancer, Suicide rate datasets using different models such as Linear Regression, RandomForest, DecisionTrees...etc

Details at: <https://www.kaggle.com/dorrabenabdallah>

- Created a web app that allows the user to encrypt, decrypt, and compute the hash of a chosen file:  
[encrypt.tn](https://github.com/Celiandorra/Security_Project)

Details at: [https://github.com/Celiandorra/Security\\_Project](https://github.com/Celiandorra/Security_Project)

## CERTIFICATIONS

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- Introduction to MongoDB
- Intermediate Python

**MongoDB University 2023**  
**DataCamp 2023**