

Farakh Farooq

Garden Town, Lahore, Punjab • 03206878179 • farakhfrq@gmail.com

Data Analyst with pursuing an education in software engineering, recently completed my “Professional Google Data analyst certificate” assisted in data entry, data cleaning and sorting during the university’s sports week. Right now, I’m looking to use my excellent personal, communication and organization skills to use in an entry level position as a data analyst. Team player with excellent communication skills, high quality of work, driven and highly self-motivated. Strong creativity to bring the stories of data to life.

Experience

JULY 2022 – DECEMBER 2022

Customer Chat Support | American Air Duct cleaning services | Kot Radha Kishan, Kasur

Created plans for marketing campaigns based on socio-economic and customer base markers. Review, update, and revise company campaigns based on feedback. Entered, reviewed and archived customer complaints and the solutions provided. By creating and maintaining a positive and responsive customer support, we raised customer based by 5%.

JULY 2024 – JANUARY 2025

Google Data Analyst Professional Certificate | Coursera

Gained hands on understanding of data cleaning, sorting and filtering on MS Excel. Filtered Data using the filter menu and using the pivot tables. Wrote queries and extracted data using SQL queries on the google cloud platform. Created visualizations on Tableau. Finally Completed a capstone case study on NY bicycle company to understand the grievances of different types of users and how they act during different timelines.

Skills

Data cleaning filtering • aggregation and summarization • **SQL:** Querying databases, joins, subqueries, and data manipulation • **Spreadsheets:** Google Sheets and Excel (Pivot Tables, VLOOKUP, Conditional Formatting) • Excellent time management skills • ETL (Extract, Transform, Load) • Public speaking • **Data Visualization:** Tableau, Google Data Studio, and Matplotlib

Education

DEC 2022- CONTINUE

BS Software Engineering | University of Punjab, FCIT | Lahore

. • Member of Sports Society • Member of MLSA-Society

ICS | Forman Christian College | Lahore

. • Member of Friends of Forman

