JAGVIR DHESI

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Skills

- **Languages** — Python, SQL | English & Punjabi (Native)
- **Frameworks & Libraries** — Pandas, NumPy, Matplotlib, Sklearn
- **Tools & Technologies** — Tableau, Power BI, Excel, Git, AWS, Docker, MongoDB, VS Code, Jupyter Notebook

Work Experience

TRS Staffing Solutions
Calgary, AB

Accounting Assistant — *Sep 2022 - Jan 2023*

- Utilized **SQL Database** querying to extract and analyze employee data for financial analysis and reporting, resulting in a **20% increase** in productivity
- Analyzed and synthesized large-scale data files, by leveraging advanced querying techniques and data manipulation tools, to extract valuable insights and streamline financial reporting processes
- Prepared **Bank Reconciliations** and Trial Balances for **3 bank accounts**, handling transactions from Canada, the UK, Europe, and India, totaling over **$1 million** in monthly transactions

Payroll Analyst — *Apr 2022 - Sep 2022*

- Entered and updated information for **30+** employees/contractors, calculating pay and benefits based on attendance, leave, and overtime
- Created and streamlined onboarding profiles for new hires, with an average of over **20+** new hires per week
- Managed payroll filing, supporting documentation, and remittance to the Canada Revenue Agency for accounts exceeding **$1 million**
- Investigated and resolved payroll discrepancies in collaboration with recruiters, achieving a **10%** reduction in payroll errors
- Consistently met **deadlines** for weekly payroll with efficiency and precision
- Utilized **Excel** proficiently, applying functions such as **VLOOKUP, IF, SUM, INDEX** to effectively process large datasets

FBC
Calgary, AB

Quality Assurance Technician (Internship) — *Jan 2021 - Apr 2021*

- Accurately examined and analyzed and verified **2000+** tax documents (T4, T4A, OAS, T4E, T5, etc.)
- Surpassed **performance goals** by **30%** of daily completion of client accounts
- Maintained regular communication with **15+** clients per week to ensure accurate recording of information
- Organized and updated client data for over **300+** clients using FBC's proprietary software

Education

Lighthouse Labs
Calgary, AB

Diploma - Data Science — *Jan 2023 - May 2023*

Mount Royal University
Calgary, AB

Bachelor of Business Administration – Accounting, Minor in Finance — *Sept 2018 - Dec 2022*

- Relevant Coursework: Financial Accounting and Reporting, Management Information Systems, Business Statistics, Supply Chain Management, Auditing, Personal & Corporate Tax
- Fall 2019, 2021 & Winter 2022 Dean's Honor Roll & Jason Lang Scholarship recipient

Projects

Statistical Modelling and APIs 🔗 | Python, Pandas, NumPy, Matplotlib, Seaborn

- Project aims to discover and analyze points of interest in Paris and examine their relationships with a statistical model

Distribution of Tuberculosis 🔗 | Tableau & Excel

- Project gained insights into the prevalence and distribution of tuberculosis across different regions and populations