Lehlohonolo **Makoti**

DATA MANAGEMENT & ANALYTICS · ICT PROCESS ENGINEERING · BUSINESS INTELLIGENCE

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Experience

Computer Business Solutions (CBS)

APPLICATIONS DEVELOPER   *Jun. 2016 - Dec. 2018 (2yrs 7mon)*

- Development of software systems by designing, developing, and installing software solutions
- Determining operational feasibility by evaluating system requirements versus the proposed solutions
- Preparation of technical training manuals for system end-users & administrators
- Project management role in projects using waterfall and agile methodologies (SCRUM)
- Preparation of customer websites analytical reports for progress monitoring and tracking.

Independent Electoral Commission (IEC)

ICT CONSULTANT WITH CBS (NATIONAL & LOCAL ELECTIONS)   *Jan. 2017 - Oct. 2018 (1yr 5mon)*

- Data analysis & cleaning using Microsoft Excel & KuTools.
- Development & implementation of database backup routines.
- Database security protocol planning, implementation & evaluation.

www.selibeng.com

WEB DATA ANALYST   *Dec. 2016 - Dec. 2020 (4yrs)*

- Development & maintenance of the content management framework (WordPress)
- Management of Search Engine Optimization (SEO) meta tags for better online presence.
- Content upload and data extraction using web crawlers and Optical Character Recognition (OCR) tools i.e. WebScrapper.io, Able2Extract.
- Running user retention analysis reports based on the traffic metrics.
- Data modelling and cube developments using the Kimball warehousing principles.

Elizabeth Glaser Pediatric Aids Foundation (EGPAF)

RESEARCH DATA MANAGER - PUBLIC HEALTH EVALUATION   *Dec. 2018 - Jan. 2021 (2yrs 3mon)*

- Research projects' database maintenance and development.
- Research studies' case reporting forms development and reports development.
- Preliminary data analysis, visualization & dashboard development to inform study progress.
- Agile project leader (SCRUM master) in data tools development and commissioning.
- External stakeholder reports development and presentation on research findings

UpWork (Elance-oDesk)

DATA ANALYST   *Jan. 2020 - Present (8mon)*

- Designing and maintaining data systems and databases; this includes fixing coding errors and other data-related problems.
- Mining data from primary and secondary sources, then reorganizing said data in a format that can be easily understood.
- Using statistical tools to interpret data sets, paying particular attention to trends and patterns that could be valuable for diagnostic and predictive analytics efforts.
- Collaborating with programmers, engineers, and organizational leaders to identify opportunities for process improvements, recommend system modifications, and develop policies for data governance.
- Preparing reports to inform business decision making that effectively communicate trends, patterns, and predictions using relevant data.

The Commonwealth Secretariat

DATA MANAGEMENT AND ANALYTICS SPECIALIST   *Feb. 2021 - Present (2mon)*

- Document gaps in the open international data sets, that are relevant to Commonwealth countries.
- Coordinate the dissemination of information, data and visualisations.
- Put together briefs and Country snapshots on the research conducted and on the data available.
- Identify and curate Datasets that are relevant to the activities of the secretariat.
- Identify any issues with the integrity and quality of data used for analysis.
- Work with the office of the Legal Counsel on Data Protection initiatives.
- Implement data structures and data practices for knowledge management initiatives.
- Implement the Data Governance Framework.

Association Memberships

PROFESSIONAL & BUSINESS

2020	**Information Systems Audit and Control Association (ISACA),** International professional association focused on IT (Information technology) governance.	*Isaca ID: 1230441*
2021	**Data Management Association, DMBOK2,** DAMA International is dedicated to advancing the concepts and practices of information and data management and supporting DAMA members and their organizations to address their information and data management needs.	
2021	**The Open Group (The Open Group Framework - TOGAF),** The Open Group is a global consortium that enables the achievement of business objectives through technology standards.	*Individual ID: 724185*

Projects

Inclusive financial services under the Lesotho Scaling Inclusion through Mobile Money (LSIMM) Project - Mobile Money Payment Gateway

Lead Researcher

UNDP,MINISTRY OF FINANCE LESOTHO,FINMARK,MELTWATER, VODACOM & ECONET

- The Lesotho 'Scaling Inclusion through Mobile Money (Lesotho SIMM) project is aimed at advancing access to formal and semi financial services for the poor through provision of a coordinated support | for development of an inclusive ecosystem for mobile financial services. This will enable increased access to formal and semiformal financial services, and contribute to improvement of the national indicators on employment creation, as it will open opportunities for small investments and improve economic outlooks within the communities. It seeks to mobilise adoption of mobile money for improved access to finance, household and business financial management, through innovations and financial solutions based on mobile technology. This is further expected to improve interaction of the unbanked with formal financial services, specifically banks, thereby improving options for access to savings, credit and insurance through a formal channel.

Use of Point of Care Nucleic Acid Tests beyond Early Infant Diagnosis of HIV: A Retrospective Case Review in Lesotho

Co-Author & Data Analyst

ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION

- Assist research director in the implementation of all EGPAF research agenda (e.g Development of protocols, liaising with MOH for follow up on approvals, and ensuring that all implemented researches adhere to the approved protocols to ensure human protection)
- Assist research director in development of abstracts for presentation at international conferences.
- Assist all programs in the development of success stories for documentation of what works, what has not worked in the program and what has led to those outcomes
- Collaborate with other partners in all research related activities to leverage on available resources

Assessment of Patient Outcomes Using Routinely Collected Data from the PUSH Project in Lesotho

Research Data Manager

ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION

- Developed the data collection documents and Standard Operating Procedures (SOPs) for the project implementation team
- Train large groups (over 50) of people on the data management principles prior to data collection and Routine Data Quality Assessment (RDQA) process to ensure high level of data quality for all reports and information products produced
- Developed the data entry templates with strict MS Excel data validation restrictions for minimized data entry errors
- Encrypted the data entry templates with passwords for protection of clients' confidentiality beyond only the people authorized to have access to the data

Measuring Clinical Outcomes in a Cohort of HIV-Infected Children and Adolescents on Antiretroviral Treatment in Lesotho (MCOCAL)

Research Data Manager

ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION

- Monitor all research related activities by the use of data collected periodically (daily, weekly, monthly, etc), to advise on daily project implementation
- Develop databases using tools like Microsoft access, CS Pro and excel with pass word encryptions to allow minimum access
- Configuration and deployment of research data tracking tools on an Azure Linux based server
- Development of a SharePoint site to create a repository for reports used to generate Microsoft PowerBi Data analysis dashboards for stakeholder evaluation and engagement

Evaluating the Feasibility of Integration of Point of Care Human Papilloma Virus and Early infant Diagnosis Testing in Lesotho

Research Data Manager

ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION

- Query large data sets using R or STATA to find data quality issues within submitted dataset prior to analysis
- Document all data quality issues found in data sets for correction by and district teams
- Follow up on documented data quality issues to ensure that final data sets meet desired data quality dimensions
- Development of data tables and dashboard for donor presentations and progress review.

Integrated Management Team to Improve Maternal-Child Outcomes (IMPROVE)   *Research Data Manager*

ELIZABETH GLASER PEDIATRIC AIDS FOUNDATION

- Visit implementation sites and report on the findings and make necessary recommendations for project to take
- Development of data management plans to guide the data flow process of data from collection study sites to our centralized database for analysis
- Setup routine data distribution checks to evaluation any biases and outliers that may be present in the data
- Run median checks to evaluate the correctness of our data distribution points

Edu**cation**

National University of Lesotho (N.U.L)

B.SC IN MATHEMATICS & COMPUTER SCIENCE

- Final year project cultural family references inference model (Expert Systems - Python, JavaScript & HTML5).

Axelos: Global best practices   *Classroom Training*

ITIL FOUNDATION CERTIFICATE IN IT SERVICE MANAGEMENT   *Issue date Nov. 2017*

- **Course content:** focuses on aligning IT services with the needs of business and their adaption to good IT practices
  Certificate URL : `https://www.dropbox.com/s/r8uijxifw4olza5/ITIL%20Foundation.pdf?dl=0`

Microsoft Certified: MSSQL   *Self-Paced Learning*

MTA: DATABASE FUNDAMENTALS   *Issue date Nov. 2017*

- **Course content:** Demonstration of knowledge of and skills with databases, including relational databases, such as Microsoft SQL Server
  Certificate URL : `https://www.dropbox.com/s/24kxa6ttmqnv6rk/MTA%20Database%20Fundamentals.pdf?dl=0`

University of Capetown   *Online Platform*

PROFESSIONAL CERTIFICATE   *Issue date Feb. 2018*

- Data Analysis
  Course content: Data-driven decision-making, Research questions for data analysis, Organising data in Microsoft Excel, Statistical analysis using Microsoft Excel, Introduction to databases and SQL, Interpretation of outcomes and Data presentation and visualisation.
  Certificate URL : `https://www.dropbox.com/s/i8zz03dinojopjt/Data%20Analysis%20UCT-Getsmarter.pdf?dl=0`

HavardX in Association with Edx.org   *Online Platform*

PROFESSIONAL CERTIFICATES   *Issue dates Feb. 2018 - Apr.2018*

- Data Science: Visualization
  Certificate URL : `https://courses.edx.org/certificates/c7e2ca67f25f4d57962bd0147c84cdd8`.

- Data Science: Basics in R
  Certificate URL : `https://courses.edx.org/certificates/d856de3fe14e42bc9064ac8a8c639591`

University of California San Diego   *Online Platform*

PROFESSIONAL CERTIFICATES   *Issue dates Jul.2018*

- Introduction to Big Data
  Certificate URL : `https://www.coursera.org/account/accomplishments/certificate/7T9H5T7ZA7N9`

- Big Data Modeling & Management Systems
  Certificate URL : `https://www.coursera.org/account/accomplishments/certificate/X643P2JQAQ3G`

CTU Training Solutions (Microsoft)   *Classroom Training*

MICROSOFT AZURE TRAINING   *Issue dates Sep.2018*

- MCSD533 Implementing Microsoft Azure Infrastructure Solutions
  Certificate URL : `https://www.dropbox.com/s/wmgjour4akxr2pz/MCSD%20Training%20Azure.pdf?dl=0`

FHI 360: The science of improving lives   *Online Platform*

RESEARCH ETHICS TRAINING CURRICULUM   *Issue date Dec. 2018*

- **Course content:** Human research ethics rest on three basic principles: respect, beneficence and justice. This are the key fields that are covered in obtaining and preparing for the certification.
  Certificate URL : `https://www.dropbox.com/s/sdztzh2s6z3o08e/RETC_Certificate_Lehlohonolo%20Makoti.pdf?dl=0`

Microsoft - Data Science (OpenEdx)

Online Platform

PROFESSIONAL CERTIFICATE: DATA SCIENCE TRACK

Issue dates Oct. 2018 & Jan.2019

- DAT101x: Introduction to Data Science
  Certificate URL : `https://courses.edx.org/certificates/f829b67e9a8948ccbffa8bfbf8b5cf85`.

- DAT207x: Analyzing and Visualizing Data with Power BI
  Certificate URL : `https://courses.edx.org/certificates/eccfc7fcc4694bd2823128b32c706424`

Microsoft Academy - Applied Data Analytics (OpenEdx)

Online Platform

PROFESSIONAL CERTIFICATE: APPLIED DATA ANALYTICS TRACK

Issue dates Feb. 2018 & Apr.2019

- DAT249x: Ethics and Law in Data and Analytics
  Certificate URL : `https://courses.edx.org/certificates/dcdfab3cd4e448778717bcc2585afabf`

- DAT248x: Analytics Storytelling for Impact
  Certificate URL : `https://courses.edx.org/certificates/762e2c4068104367b14b7b889bbb0e7f`

- DAT289x: Applied Data Analysis: Working in Organizations and Industries
  Certificate URL : `https://courses.edx.org/certificates/30dc17a4fb1741f7b56fba191f4af9fe`

- Applied Data Analytics - Professional Certificate
  Certificate URL : `https://credentials.edx.org/credentials/6fbecc97089a403f88e1c3ebb3d437e7/`

MySkills4Afrika Training

Classroom Training

POWERBI TRAINING

Issue date Feb. 2019

- **Course content:** Introduction to PowerBI as an analytic tool for data reporting, visualization and modelling.
  Certificate URL : `https://www.dropbox.com/s/u94c8qznb3mnsbs/PowerBI%20-%20MySkills4Africa%20Training%20EGPAF.pdf?dl=0`

MySkills4Afrika Training

Classroom Training

MANAGEMENT TRAINING

Issue date Feb. 2019

- **Course content:** Management training training focuses on improving skills as a leader and manager. The skills aim to enable better team work and more progressive relationships with teams and also it covers hiring and workplace policies.

Cornell University (eCornell)

Online Platform

DATA ANALYTICS

Issue date May. 2019

- **Course content:** The 3 tiered certification provides learning on statistical and scientific methods for data analysis through hands-on exercises, the following courses make up the certification : Understanding and Visualizing Data, Implementing Scientific Decision Making and Using Predictive Data Analysis.
  Certificate URL : `https://www.dropbox.com/s/8zfmoo8beqkz819/Data%20Analytics%20-%20Cornell%20Lehlohonolo%20Makoti.pdf?dl=0`

PM4NGOs (LINGOs - Humentum)

Self-Paced Learning

PROJECT MANAGEMENT FOR DEVELOPMENT PROFESSIONALS LEVEL 1

Issue date May. 2019

- **Course content:** PMD Pro is aligned with existing internationally recognized project management standards and includes components specific to the NGO sector.
  Certificate URL : `https://www.youracclaim.com/badges/b6e6efdf-67fe-4cb7-9e3a-5d415a035c30/linked_in_profile`

Big Data Framework (APMG International)

Self-Paced Learning

ENTERPRISE BIG DATA PROFESSIONAL

Issue date Aug. 2019

- **Course content:** The Enterprise Big Data course is the first level of the Big Data Framework course curriculum and certification program, that is globally recognized and accredited by APMG-International. The curriculum provides a vendor-neutral and objective understanding of Big Data architectures, technologies and processes.
  Certificate URL : `https://www.youracclaim.com/badges/966deaa9-c2ee-4176-9f75-297c20acad10/linked_in_profile`

Tableau Software
Self-Paced Learning

TABLEAU 2019 + 2018 TABLEAU DESKTOP SPECIALIST
Issue date Oct. 2019

- **Course content:** Earners of the Tableau Desktop Specialist title use their knowledge of Tableau Desktop and data analytics to solve problems. They have demonstrated understanding of Tableau core concepts and terminology. Desktop Specialists are able to connect to, prepare, explore and analyze data, and share their insights.
  Certificate URL: `https://www.youracclaim.com/badges/113fde7c-a2a4-4c9b-a594-017f940a1eab`

Dimagi Academy
Self-Paced Learning

COMMCARE FUNDAMENTALS
Issue date Oct. 2019

- **Course content:** The course goal is to provide an introduction to the key terms associated with CommCare. a general overview of how the CommCare platform works. basic context which is relevant for anyone involved in a CommCare project.
  Certificate URL: `https://academy.dimagi.com/certificates/46582fa786e84e48bbb628358ad55e47`

Dimagi Academy
Self-Paced Learning

COMMCARE APPLICATION BUILDING
Issue date Oct. 2019

- **Course content:** Topics include CommCareHQ Basics, the Form Builder, Case Management, Advanced App Building Topics, and QA/Testing
  Certificate URL: `https://academy.dimagi.com/certificates/765c09d3e9aa4bc987aa010566f7e81d`

GreyCampus Training Professionals
Instructor-led Learning

LEAN SIX SIGMA BLACK BELT
In Progress Registration Oct. 2019

- **Course content:** The course integrates Lean and DMAIC methodologies as defined by IASSC using case studies and examples, which help you to implement, perform, interpret and apply Lean Six Sigma at a high level of proficiency.
  Course URL: `https://www.greycampus.com/lean-six-sigma-black-belt-training-instructor-led`

Codepool Learn (ISACA)
Instructor-led Learning

COBIT 2019 FOUNDATION
Issue Date Apr. 2020

- **Course content:** Effective governance over information and technology is critical to business success, and this new release further cements COBIT's continuing role as an important driver of innovation and business transformation in I.T .
  Course URL: `https://www.youracclaim.com/badges/92da69e2-0907-4920-9669-e18b704204fb/linked_in_profile`

KPMG | Insidesherpa
Instructor-led Learning

DATA ANALYTICS CONSULTING VIRTUAL INTERNSHIP
Issue Date Apr. 2020

- **Course content:** Effective governance over information and technology is critical to business success, and this new release further cements COBIT's continuing role as an important driver of innovation and business transformation in I.T .
  Course URL: `https://insidesherpa.s3.amazonaws.com/completion-certificates/KPMG/m7W4GMqeT3bh9Nb2c_KPMG_jXhWX3J2yJP6ZHztc_completion_certificate.pdf`

Oracle Cloud Infrastructure
Instructor-led Learning

ORACLE CLOUD INFRASTRUCTURE 2020 CERTIFIED ASSOCIATE
Issue Date May. 2020

- **Course content:** The OCI Foundations certification is intended for individuals looking to demonstrate knowledge of public cloud services provided by OCI. Certification is for candidates with non-technical backgrounds such as those involved in selling or procuring cloud solutions & with technical background who want to validate their foundational level knowledge around core OCI services.This exam does not require any hands-on technical experience & is not a prerequisite for taking any other OCI certifications.
  Course URL: `https://www.youracclaim.com/badges/733c4a28-bb0e-4741-ad4f-e248d31f7d2a/linked_in_profile`

Oracle Cloud Infrastructure
Instructor-led Learning

ORACLE AUTONOMOUS DATABASE CLOUD 2019 CERTIFIED SPECIALIST
Issue Date May. 2020

- **Course content:** Through completion of this course specialists are able to provision, manage, and migrate to Autonomous Transaction Database (ATP) and Autonomous Data Warehouse (ADW). They are able to understand the features and workflows of Autonomous Database; provisioning and connecting, migration using SQL Developer, Data Pump and Golden Gate, manage and monitor, and understands tools, reporting and analytics using Autonomous Data Warehouse.
  Course URL: `https://www.youracclaim.com/badges/8c6804f1-3255-4cda-8e87-b11acfbcad82/linked_in_profile`

Microsoft Certified: Azure
Self-Paced Learning

MICROSOFT CERTIFIED: AZURE FUNDAMENTALS
Issue Date July. 2020

- **Course content:** Azure Fundamentals exam is an opportunity to prove knowledge of cloud concepts, core Azure services, Azure pricing, SLA, and lifecycle, and the fundamentals of cloud security, privacy, compliance, and trust.
  Course URL: `https://www.youracclaim.com/badges/1c6ae5f4-6488-4a79-96d1-eef2e8271c12?source=linked_in_profile`

Microsoft Certified: Trainer

Self-Paced

Microsoft Certified Trainer 2020/21

**Issue Date** Nov. 2020

- **Content:** Many of Microsoft's software and technologies are technically complex, and professionals may require training from knowledgeable trainers in aspects of their use. In order to make such training generally available, Microsoft has developed the Microsoft Certified Trainer (MCT) Program which grants membership to professional trainers and learning consultants who demonstrate and maintain technical and instructional expertise on Microsoft technologies and who have complied with all requirements.
  Certificate: `https://www.youracclaim.com/badges/b9c89dbe-22c4-4d20-afba-b3f9d2f08d1c?source=linked_in_profile`

Microsoft Certified: Data Analyst Associate

Self-Paced Learning

DA-100: Analyzing Data with Microsoft Power BI

**Issue Date** Aug. 2020

- **Course content:** The Data Analyst Associate certification validates the skills and knowledge required to enable businesses to maximize the value of their data assets by using Microsoft Power BI. Data Analysts are responsible for designing and building scalable data models, cleaning and transforming data, and enabling advanced analytic capabilities that provide meaningful business value through easy-to-comprehend data visualizations.
  Badge: `https://www.youracclaim.com/badges/f779593c-d518-4ae4-b9ac-06cff477a640`

Professional skills & Interests

Database management technology

Database clients and servers

- MySQL, Postgres SQL (Basic), MsSQL Server, MsAccess.
- MySQL workbench/CLI, HeidiSQL, phpMyAdmin, db Forge Studio

Programming languages & Technical software

Development tools

- **Server Side Languages:** PHP, Java, Python(Basic).
- **Client Side Languages:** HTML5 & CSS3, JavaScript, Android (C-Sharp, XAML).
- **Version Control:** Git (Git CLI, Github, Gitlab, Bitbucket, GitGraken), One drive business.

Project Management & Coordination

Reporting & Management tools

- **Communication:** Slack, Skype for business.
- **Management:** Trello, Microsoft Project, Microsoft Flow, SharePoint.
- **Reporting (Visualization):** Tableau Desktop, Microsoft PowerBI, Qlik Sense (Intermediate).

Data Management

Data analysis, collection & Survey tools

- **Collection:** Clinitrial (Cliniops), Case Report Forms (CRFs), ODK Collect, Google Forms .
- **Analysis:** R, Stata, Advanced Ms Excel (KuTools).
- **Survey:** SurveyCTO, CommCare, Open Data Kit (Aggregate/Collection),

Professional References

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Capetown, South-Africa

Former Tutor, N.U.L

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Maseru, Lesotho

Former-Coworker, C.B.S