MINH ROSS

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Web: https://minhleross.github.io/MinhRossPort.github.io/
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ACCOMPLISHMENTS

- **Completed a project in exploring Covid-19 deaths by utilising Microsoft SQL server for data cleaning and data processing.**

- **Visualised the data gathered onto a Tableau dashboard, making it easier to understand.**

Personal website dedicated to portfolio:
https://minhleross.github.io/MinhRossPort.github.io/

PROFESSIONAL SUMMARY

Motivated and results-driven accounting graduate with a passion in data analytics and process mapping. Ability to identify business needs and develop valuable solutions to drive accuracy and process efficiency. Driving business effectiveness through recommendations based on data findings.

Robust problem solving skills accompanied by intelligent communication skills, driven by the process of asking stakeholders - What do they need? What can I offer? How can we communicate to arrive at the solution?

Understand and able to apply the programming language of R, Python and SQL, and confidently able to map out findings onto visualisation tools such as Tableau - these skills are currently being refined through various projects.

I am enthusiastic in learning new skills and adapt to new challenges.

My analytical skills derive from various methods such as hypothesis trees, issue trees, convergent vs divergent thinking and put into further practice via the Google Data Analyst Certificate.

CERTIFICATIONS

Certified SQL developer: https://verify.w3schools.com/1MT35PIFX0
Introduction to Python: https://app.dataquest.io/view_cert/4KZU70SDMFNSJPTWIF8E
Undergoing 6-months job ready Google Data Analytics certificate
Data exploration: https://www.coursera.org/account/accomplishments/certificate/QQ2QLDDCKG4X
Data cleaning:
https://www.coursera.org/account/accomplishments/certificate/WCLDEN57AFSA

SKILLS

- Strong analytical skill
- Perseverance
- Good collaborator and teamwork ability
- Detail oriented
- Excellent pattern recognition
- Problem solving mindset
- Data cleaning and processing
- **Proficient in programming language such as:**

- SQL
- R
- **Good foundational knowledge in:**
- Python
- **Excellent knowledge in Excel**
- Clear communicator
- **Excellent knowledge in visualisation tools such as:**
- Tableau

WORK HISTORY

Finance Assistant, 08/2021 – 10/2021

Autism Hampshire – Winchester, Hampshire

- Applied various codes to invoices, files and receipts per day to keep records organised and easily searchable.
- Communicated with suppliers to reconcile invoice payments.
- Investigated daily variances uncovered in cashbook and corrected errors to resolve discrepancies.
- Managed payroll by tracking employee hours and entitlements.
- Monitored accounts payable and receivable statuses, keeping financial records up-to-date.
- Reviewed general ledger entries and assessed accuracy.
- Reconciled all company accounts, including credit cards and expenses.
- Tracked organisation's expenses and income with SAGE software, diligently reconciling accounts to maintain high accuracy.

EDUCATION

Bachelor of Arts: Accounting and Finance, 06/2022
University of Lincoln - Lincoln, LIN

- Grade - 2.2

Strong skills in management accounting and financial statements analysis

A-Levels: Maths, Psychology, Biology, 08/2018
The Portsmouth Grammar School - Portsmouth, POR
- Awarded B, B, B

GCSEs: Maths, Science, IT, Geography, English, Etc., 08/2016
Bayhouse School - Gosport
- Awarded 11 GCSEs including A's in IT, English Language, Maths, Biology, Chemistry

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ADDITIONAL INFORMATION

One of passion is gym and nutrition as I believe that mental health is directly correlated to physical activities, hence one of my next projects which I am starting comprise of using SQL, R and Tableau to visualise a guide to nutrition and exercise, and the correlation between nutrition and Covid-19.