

# SHAKIRA JANAN RIDA

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## Technical Skills & Qualifications

- **Data Integration:** Experience with ETL processes (Extract, Transform, Load) using SQL and PowerBI.
- **Data Analysis:** Proficient in analyzing complex datasets and providing actionable insights using tools such as PowerBI, SQL, and R.
- **Software:** Microsoft PowerBI, SQL, and R.
- **Office Tools:** Proficient in Microsoft Office suite, including Excel for data management, Word for documentation, PowerPoint for presentations, and Teams for collaboration.
- **Problem-Solving:** Strong analytical skills, capable of devising ethical and logical solutions independently and collaboratively.
- **Communication:** Excellent verbal and written communication skills, adept at explaining technical concepts to non-technical audiences.

## Certification

- The Complete SQL Bootcamp: Go from Zero to Hero – Udemy 2024
- Microsoft Power BI Desktop for Business Intelligence – Udemy 2024

## Education

**Bachelor of Computing – Computer Science (Co-Op), Molecular Biology and Genetics Minor**  
**University of Guelph, Guelph ON (September 2022 – Present)**

- Currently enrolled in 3rd year with a successful completion of 7.00 credits.
- Engaged in a comprehensive curriculum that includes Discrete Mathematics, C, Chemistry, Foundations in Molecular Biology and Genetics and Statistics.
- Utilized R software for statistical analysis in various coursework, demonstrating a practical understanding of data analytics and its applications in computing and biological research.

## Work Experience

**IT Intern (Agile Chapter) – Chevron Bangladesh**

**June 2024 – Present**

- Developed and maintained separate PowerBI dashboards to support strategic business decision-making.
- Managed the Hardware Asset Management (HAM) database using SQL and PowerBI, ensuring 100% data accuracy.
- Contributed to data-driven decision-making by analyzing and integrating complex datasets.
- Utilized Microsoft Office 365 applications for business process support, including data management in Excel.
- Collaborated with cross-functional teams to gather requirements and deliver solutions that enhance data accuracy and visualization.

## Volunteer Experience

**Head of Database and Website – TransEnd (Non-Profit Organization), Dhaka, Bangladesh**

**April 2020 – April 2022**

- Led the implementation of a new HR analytics system, improving data management efficiency by 80% using Excel.
- Maintained data integrity in the HR database, ensuring accuracy and completeness with SQL Server.
- Created over 5 visually impactful data dashboards using PowerBI, providing key sponsors with accessible and insightful information.