

OSSAMA BIN SHAKEEL

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SUMMARY

Data-driven professional with a strong foundation in SQL and Python, adept at extracting actionable insights from complex datasets. Proven ability to leverage Power BI to create interactive visualizations and compelling dashboards. Skilled in data cleaning, transformation, and analysis to support informed decision-making. Possessing a keen eye for detail and a passion for uncovering hidden patterns within data.

HIGHLIGHTS

Successfully led 15+ resources.

Worked on multiple freelance projects using Excel, Power BI, and Python.

Designed and implemented business solutions

CERTIFICATIONS

datacamp 🏆: Associate SQL Data Analyst

datacamp 🏆: Associate Power BI Data Analyst

datacamp 🏆: Python Data Analyst

Accenture: Data Analytics and Visualization Job Simulation

Great Learning: Data Visualization in Power BI

McKinsey & Company: Forward Learning Program

PROFESSIONAL WORK EXPERIENCE

Data Analyst

Aug 21 – Present

OMH ENTERPRISES, Karachi, Pakistan

Gathered data from various sources, ensuring data accuracy, consistency, and completeness.

Cleansed and transformed data to prepare it for analysis, including handling missing values, outliers, and inconsistencies.

Conducted exploratory data analysis to identify patterns, trends, and relationships within the data.

Applied statistical methods to analyze data and draw meaningful conclusions.

Developed clear and concise reports to communicate findings to stakeholders effectively.

Created impactful visualizations using Power BI and Excel to present complex data in an understandable format.

Designed and developed data models in Power BI to optimize data relationships and performance.

Developed DAX measures to calculate key metrics and insights.

Utilized advanced Excel functions (VLOOKUP, PivotTables, etc.) to manipulate and analyze data.

Created Excel-based data models for smaller datasets.

Identified business problems and provided data-driven solutions.

Collaborated with business stakeholders to understand their data needs and requirements.

Communicated complex data insights in a clear and compelling manner.

Data Analyst - Technical Recruitment
IntraCare, Dallas, TX

Oct 23 – Jun 24

Collected, cleaned, and validated data from various sources.
Performed data analysis to identify trends, patterns, and anomalies.
Created and maintained detailed data models and calculations.
Developed and distributed regular reports and dashboards.
Utilized statistical methods for data analysis and interpretation.
Designed, developed, and maintained interactive Power BI dashboards and reports.
Created data visualizations and KPIs to communicate insights effectively.
Optimized Power BI models for performance and scalability.
Collaborated with stakeholders to understand data requirements and deliver solutions.
Built complex Excel models and spreadsheets for data analysis.
Utilized advanced Excel functions (VLOOKUP, PivotTables, etc.) for data manipulation.
Created dynamic charts and graphs for data visualization.
Utilized data analytics to optimize the recruitment process.
Analyzed recruitment metrics, identified trends, and measured the effectiveness of sourcing channels.
Created interactive Power BI dashboards to visualize recruitment data, track key performance indicators (KPIs), and provide actionable insights to stakeholders.
Partnered with hiring managers and HR teams to provide data-driven insights and support recruitment efforts.
Collected and cleaned recruitment data from various sources (ATS, HRIS, etc.) to ensure data accuracy and consistency.

Senior Technical Recruiter
Arthur Lawrence - Houston, TX

Mar 22 – Sep 23

Utilized diverse sourcing channels (job boards, social media, networking, referrals) to identify and attract top-tier candidates.
Created and maintained a robust talent pipeline to ensure a steady flow of qualified candidates.
Collaborated with hiring managers to develop accurate and compelling job descriptions and specifications.
Reviewed resumes and applications, conducted initial phone screens, and shortlisted qualified candidates.
Scheduled and coordinated interviews between candidates and hiring managers.
Leveraged recruitment data and analytics to optimize recruitment strategies and improve efficiency.
Guided junior recruiters and contributed to process improvement initiatives.
Promoted the company's employer brand to enhance its attractiveness to potential candidates.
Built and maintained positive relationships with candidates throughout the recruitment process.

Supply Chain Executive
Artistic Milliners, Karachi, Pakistan

Dec 19 – Aug 21

Successfully led 15+ resources.
Led cross-functional teams including Quality Assurance, Labels.

Production, Warehouse, and Label Planning.

Involved in the negotiation of rates and expected delivery time (Lead-Time) with different Vendors. Responsible for product development of different labels, cartons, thread, and polybags for different clients.

Designed and implemented an in-house label production facility as per the factory's needs.

Involved in manufacturing in-house labels for Levi's, H&M, JC Penny, PULL&BEAR, etc.

Worked with warehouse teams for inventory management, quality assurance teams for QA inspection, and reconciliation teams for utilizing excessive quantity.

Involved in Business Development Executive (BDE) and Marketing Executives / Associates / Managers to plan and procure different materials.

PRIOR EXPERIENCE

Lien Negotiation Officer

MLM, San Antonio, CA

Sep 21 – Mar 22

Chat Support Executive

Food Panda APAC - IBEX Global, Karachi, Pakistan

Aug 19 – Dec 19

Business Development Executive

360 BPO Solutions, Karachi, Pakistan

Feb 19 – Aug 19

Goods Declaration Executive

Al-Tawakkal Associates Karachi, Pakistan

Nov 14 – Dec 18

EDUCATION

Bachelor of Mechatronics Engineering, PAF-KIET, Karachi, Pakistan, 2019

ADDITIONAL INFORMATION

Power BI / PostgreSQL / Python / Data Visualization / DAX / SolidWorks / Excel / Modeling /

PowerApps / Power Automate / Tableau / Windows / Unix /