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OKOINEMEN PRAISE-JAH

Data Analyst

CAREER SUMMARY

Entry-level data analytics professional recently completed the Google Data Analytics Professional Certificate. A data analyst with a twist—brings a background in urban planning to the table. Journey involves unraveling data intricacies to design smarter cities. Goal is to contribute data-driven strategies that create more sustainable and vibrant communities.

EXPERIENCE

Field Agent/Data Analyst
Lagos State Building Control Agency

May '23 - Present
Oshodi, Lagos

- **Conducted over 20 on-site property inspections:** Gathered detailed data on structural conditions, property characteristics, and environmental factors to support informed decision-making.
- Utilized data analysis techniques to process and interpret **data from 20+ inspections**, revealing trends and patterns that directly informed strategic decision-making.
- Created **20+ visual maps** using GIS software, enhancing data presentation and stakeholder understanding.
  Merged Field Observations with Data Insights:
- Achieved a **10% decrease in project inefficiencies** and ensured timely completion.

Front Desk Officer
Lagos State Physical Planning Permit Authority

Jun '19 - Dec '19
Oshodi,Lagos

- Completed intensive training in conflict de-escalation and customer-focused communication, contributing to a **30% reduction in guest complaints** during my tenure
- Reduced guest check-in times by **20%** through streamlined processes.
- Resolved guest concerns proactively, leading to a **25% decrease** in escalated issues.
- Efficiently managed 15+ incoming calls daily, while facilitating 10+ guest check-ins and maintaining organized administrative processes.

EDUCATION

Certificate in Data Analysis
Alx Nigeria

Mar '23 - Present
Hybrid

- Working with complex datasets to advance programming skills, and using these skills for data manipulation, analysis and exploration

Higher National diploma in Urban Planning
Yaba College of Technology

Sep '22 - Mar '23
Lagos, NG

- Distinction

Professional Certificate in Data Analysis
Google

Jul '22 - Jan '23
Online

- Completed Extensive Six Month Job-Ready Google Career Certificate Training.
- Confidence in transforming complex data into actionable and clear insights.

Ordinary National diploma in Urban Planning   Jan '18 - Oct '19

Lagos State Polytechnic   Lagos, NG

- Distinction

Certificates/ Trainings

- Jobber man Soft Skills Training Certification 2023
- Project management professional 2023
- Data Analytics professional 2022
- Front End Development 2022
- Ingressive for Good Graphic Design Certification 2021

KEY SKILLS

Strong analytical skills

Pattern recognition

Relational databases and SQL

 Strong data visualization skills

Proficiency with Microsoft Tools.

Proficiency with spreadsheets, SQL, R, and Tableau

Communication and Collaboration

Problem Solving Skills

Presentation skills

Attention to Details

REFEREES

Available on request