Ruaa Altameemi

Project Coordinator | Project Manager

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LinkedIn • Fairfax, VA

PROFILE

Computer Engineering graduate with a strong foundation in project coordination, scheduling, and data analysis. Proficient in Microsoft Office tools and experienced in supporting teams through clear communication and effective task management. I value collaboration, consistency, and creating a supportive environment that helps teams stay on track and meet their goals. I'm passionate about using my skills to contribute to organized, well-run projects that make a difference.

AREAS OF EXPERTISE

• Data Analysis & Reporting (Excel, SQL, Python)

•iOS Development (Swift, UIKit, Xcode)

•Database Management & Optimization

•Algorithm & Statistical Analysis

•Hardware Installation & Maintenance

•Digital Circuit Design (Verilog, VHDL)

•Technical Problem-Solving

Technical skills :

- Skilled in Microsoft Office Suite (Word, Excel, PowerPoint, Power BI, Outlook) for data analysis, document creation.
- Swift, Python, SQL, Java, C, C++, Verilog, VHDL, Xcode, Data Analysis, WordPress

PROFESSIONAL EXPERIENCE

Data Analyst (Remote)
WhyteSpyder, | Remote | July 2023 - 2025

Managed and analyzed large datasets using Microsoft Excel, ensuring accurate data imports and reporting. Conducted testing and troubleshooting to maintain application reliability and system stability. Organized data into tables and ranges to streamline data processing and improve operational efficiency.

- Enhanced reporting accuracy and efficiency by utilizing SQL and Excel, streamlining data analysis and presentation processes.
- Reduced resource consumption by optimizing report generation.
- Tracked and monitored project progress, providing timely insights to stakeholders.

IOS Software Engineer (6-Month contract)
Emonics LLc | Remote | Jan 2023 - July 2023

Worked on designing and maintaining iOS apps using Swift and UIKit, ensuring a smooth and intuitive user experience.
Focused on testing and debugging, which helped reduce data errors by 20% by improving validation processes. Developed various apps, including sports apps, custom calculators, and form-based applications for Apple devices, using Swift, UIKit, and Xcode to improve both performance and usability.

Customer Service Associate | Walgreens - Folsom, CA Dec 2017 - Apr 2020
Assisting customers with purchases, supporting the photo department. Processed photo orders, operated equipment, and ensured customer satisfaction through friendly service.

PROJECT EXPERIENCE

- **Universal Shift Register Design**: Designed and tested a Universal Shift Register, incorporating D-Flip-Flops and a 4:1 MUX using Cadence tools for layout and design.
- **Senior Design Project**: Led the development of a smart package delivery/security system, programming an Arduino microcontroller with Python to manage inputs and outputs.

EDUCATION

B.S., Computer Engineering,
California State University, Sacramento