

# Edwige F. Songong, PhD

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## PROFILE SUMMARY

Results-driven data analyst with a proven ability to leverage advanced data analysis tools to extract actionable insights from complex datasets. Experienced in developing technical documentation, visualizations, forecasting trends and patterns, and providing data insight and impact to drive optimal decision-making. Adept at collaborating with cross-functional teams to translate data-driven findings into strategic business recommendations. Possesses excellent teamwork, collaborative, communication, and management skills, and channels skill sets effectively for problem-solving.

## CORE COMPETENCIES

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|---|-----------------------------------|---|
| • Quantitative Analysis & Reporting                         | • Project & Project Management    | • Excellent Written and Verbal Communication Skills |
| • Data Analysis & Business Intelligence (Power BI, Tableau) | • Problem-solving & Innovation    | • Self-motivation & Passion                         |
| • KPI Analysis & Success Metrics                            | • Collaboration                   | • Critical Thinking & Growth                        |
| • Statistical Analysis & Modelling                          | • Information System & TensorFlow | • Organizational Skills                             |
| • Advanced Analytics & Optimization                         | • Research & Development          | • Continuous Learning                               |
| • Data Warehousing & Infrastructure                         | • Financial Analysis              | • Critical Thinking                                 |
| • Artificial Intelligence & ML                              | • Strong Analytical Skills        | • Decision-making                                   |
|   | • Attention to Detail             |   |

## TECHNICAL PROFICIENCIES

- Proficient: **MS Office Suite, Power BI, Looker, Tableau, MS SQL Server, SQL, ETL, Postgres, Advanced Excel, Python, R, Looker Studio, Computer Science, Statistics, Bigquery, AWS (S3|EC2), Big Data, PowerPoint.**
- Others: **GCP, Azure, Linux, C & Oracle, Amazon QuickSight, Cloud, SSI, Agile, Dataflow, UX, UI, Code Review.**

## WORK EXPERIENCE

### Adjunct Professor - Capitol Technology University, Laurel, MD.

Aug. 2024 – Present

- Develop and apply quantitative analysis techniques to evaluate and interpret complex datasets in student assessments and performance tracking. Design and prepare course materials, including handouts and examinations.
- Design and implement statistical models to analyze trends in class performance, optimizing course structure and content.
- Integrate data analytics principles into coursework, enabling students to develop essential skills in statistical analysis.
- Administered standardized testing & graded student performance through quizzes, tests, and exams.
- Conducted data-driven evaluations of teaching strategies to improve student learning outcomes.

### Intern Data Analyst – CognoRise Infotech (Remote).

Aug. 2024 – Sep. 2024

- Gained hands-on experience and deepened my understanding of tools in Power BI.
- Completed three individual data analytics projects using Microsoft Power BI.
- Cleaned and prepared data for analysis using analytics tools like Excel and SQL Server.
- Conducted in-depth analysis to uncover insights, identify patterns, and support data-driven decision-making.
- Developed interactive and dynamic Power BI dashboards to visualize trends and performance metrics.
- Generated a report to communicate findings to stakeholders, making complex data easy to understand.

### Student Clerical Assistant – Pittsburg State University, Pittsburg, KS.

Jan. 2024 – May. 2024

- Conducted data entry tasks and maintained accurate records using the KTC Library database management system.
- Prepared reports and visual presentations for internal and external stakeholders to showcase transactions done through different library platforms available for enrolled students of this 2024 academic year.
- Assisted with training sessions on the efficient usage of information databases and online catalogs which helped the library personnel achieve great student satisfaction.
- Assisted with circulation transactions for library patrons and facilitated library loan materials.
- Managed and maintained private student information in both online and physical files.

**Intern Data Analyst – MeriSKILL (Remote).****Feb. 2024 – Mar. 2024**

- Acquired hands-on experience in various facets of data analysis and interpretation.
- Cleaned and transformed employee-related data using Power Query and carried out a detailed analysis in Power BI.
- Created visualization and built interactive dashboards to communicate insights.
- Provided recommendations to enhance workforce management and improve employee retention.
- Cleaned and transformed sales data using Power Query and analyzed data to identify top-selling products, key trends, and months with major sales.

**Peer Mentor – Mastercard Foundation Scholars Program UCT, Cape Town, South Africa.****Mar. 2022 – Jun. 2023**

- Consistently supported mentees throughout their academic journey.
- Established clear expectations and goals with mentees while adapting to changes as needed.
- Communicated regularly and met with mentees according to the schedule.
- Monitored Mentee's progress and provided emotional support
- Offered guidance on course selection and opportunities for research and extracurricular activities

**Teaching & Research Assistant – University of Cape Town, Cape Town, South Africa.****Jul. 2018 – Jun. 2023**

- Conducted literature reviews and meta-analyses, employing systematic review methodologies to filter accurate and credible information and synthesize findings across multiple studies.
- Conducted research and data collection about the nonlinear vibration analysis of beams and plates on elastic foundations.
- Managed and maintained research databases, ensuring data integrity and accessibility for multiple ongoing projects.
- Conducted quantitative analysis of research data, applying techniques such as regression analysis and hypothesis testing.
- Utilized appropriate teaching methods to conceptualize key subjects in structural analysis, physics, and mathematics.
- Created visualizations, interpreted data, and reported findings to senior research staff and supervisors to communicate critical insights concerning the research project.
- Assisted in preparing data-driven reports and academic publications, synthesizing complex information into clear formats.
- Mentored undergraduate students in data analysis techniques, improving their proficiency in Excel and statistical concepts.

**EDUCATIONAL QUALIFICATION**

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|---|------------------------------|
| • <b>PhD, Civil Engineering</b> – University of Cape Town, Cape Town, South Africa.                     | <b>Jul. 2018 – Jun. 2023</b> |
| • <b>Masters, Technology Management (GPA: 4.00)</b> – Pittsburg State University, Pittsburg, KS.        | <b>Aug. 2023 – May 2024</b>  |
| • <b>Masters, Mathematical Sciences</b> – African Institute for Mathematical Sciences, Limbe, Cameroon. | <b>Aug. 2016 – Jun. 2017</b> |
| • <b>Masters and Bachelor of Science, Physics</b> – University of Yaounde 1, Yaounde, Cameroon.         | <b>Sep. 2009 – Jun. 2016</b> |

**LEADERSHIP AND VOLUNTEERING EXPERIENCE**

- |  |                              |
|--|------------------------------|
| • <b>Orientation Leader</b> , Pittsburg State University, Pittsburg, KS                    | <b>Jan. 2024</b>             |
| • <b>Mentor</b> , WomEng South Africa (Remote)   | <b>Sep. 2023 – Dec. 2023</b> |
| • <b>Assistant Lecturer</b> , African Institute for Mathematical Sciences, Limbe, Cameroon | <b>Feb. 2018 – Apr. 2018</b> |

**CERTIFICATION**

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|---|-------------|
| • <b>Google Data Analytics by Google on Coursera</b>            | <b>2024</b> |
| • <b>Collaborative Institutional Training Initiative (CITI)</b> | <b>2024</b> |

**AWARDS AND HONOURS**

- **Gorilla International Scholarship, Pittsburg State University (2023 and 2024)**
- **International Students' Scholarship, University of Cape Town (2020 – 2022)**
- **PhD Fellowship, Organization for Women in Science for the Developing World (2017 – 2023)**
- **Next Einstein Initiative Taught Masters Scholarship (2016)**

**OTHERS**

- **My Personal Website:** <https://www.esanalysis.com/> • **My GitHub:** <https://github.com/Songonge>
- **Publications:** <https://www.researchgate.net/profile/Edwige-Songong>