SUNIL NILA

LEEDS TEACHING HOSPITALS
RESEARCH & INNOVATION
ADMINISTRATOR

DATA SCIENCE APPRENTICESHIP 2020 – OCT 2022

In 2020, I began a Data Science Apprenticeship with Leeds Teaching Hospitals. Balancing my full-time R&I administrative role with a Data Science Apprenticeship, I have a strong work ethic and a commitment to self-development combined with the technical skills required to fulfil my ambition of transitioning to a technical role within LTHT.

CONTACT

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https://www.linkedin.com/in/sunil-nila/

https://github.com/SunilNila

Portfolio: https://sunilnila.github.io/Sunil-Nila-Portfolio.github.io/

OBJECTIVES

Upon completion of my Data Science Apprenticeship, I am seeking a work placement or work experience opportunity to use my technical skills, implement new ideas and to continue my commitment to self-development through practical experience.

TECH STACK

Python: Pandas, Machine Learning, Data Analysis Tasks (Time Series, Forecasting), Flask & Django Website and Database development, Tkinter App development.

SQL: Professional use of SQL Server within Leeds Teaching Hospitals. Data extraction and database creation and management. Also experienced using MySQL and Postgres.

Excel: Proficient in creating and analysing reports within Excel; functions, shortcuts, creating graphs, charts and dashboards, pivot tables and VLOOKUP. Well skilled in all Microsoft Office packages.

Power BI / Tableau: Professional use of creating data visualisations and dashboards within PowerBI, as is used within Research and Leeds Teaching Hospitals. Also skilled in creating visualisations within Tableau.

EXPERIENCE

RESEARCH & INNOVATION ADMINISTRATOR – LEEDS TEACHING HOSPITALS

SEPTEMBER 2019 – PRESENT

A dynamic role where I am responsible for the administration of research studies within the Research Approvals and Facilitation team, I have a keen eye for detail and the scrutiny of documentation and correspondence to ensure adherence to the NHS/Government Legislations Health Research Authority(HRA).

My duties have extended to working with the R&I Business team where I process new study cost centers, manage the business mailbox, create study related reports using Excel and Research Database Management System(EDGE) and assist with data visualizations within PowerBI.

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LEEDS TEACHING HOSPITALS RESEARCH & INNOVATION ADMINISTRATOR

ORGANISATIONAL LEARNING BUSINESS SUPPORT ADVISOR – LEEDS TEACHING HOSPTIALS
FEBRUARY 2018 – SEPTEMBER 2019
A varied role in a large team where I was responsible for managing the recruitment of apprentices and work experience personnel, ensuring that the requirements for the post have been met. I organised their trainings sessions focused on interpersonal skill, greeting them upon arrival to the event.

MEDICAL DEPLOYMENT ASSISTANT – LEEDS TEACHING HOSPTIALS
SEPTEMBER 2015 – FEBRUARY 2018
I worked collaboratively in a team responsible for identifying upcoming vacant shifts, sourcing Doctors internally or from a recruitment agency. Establishing vacancies within departments and CSUs, staff annual leave or sickness, I used this information to populate the HealthRoster software which created electronic rosters.

EDUCATION

LTHT/MULTIVERSE DATA SCIENCE APPRENTICESHIP – OCTOBER 2022

LEEDS BECKETT UNIVERSITY - 2014
BSC Computing – 2.1

REFERENCES

AVAILABLE UPON REQUEST