

# Mayank Verma

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Information Technology AAS Graduate

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## OBJECTIVES

- To gain experience in the cybersecurity industry while applying my academic knowledge.
- To increase my knowledge regarding my skills with industry experience.
- To adapt my skills to the ever-changing cybersecurity industry and to keep my skills accustomed.

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## PROFILE OF SKILLS

- Technical Skills: Exposure and familiarity with programs such as; Python, Java, Javascript, Php, Sql, CSS, Linux, R, ArcGIS, and HTML. Experience with using Outlook, Word, Powerpoint and Excel. Experience using PowerBI and data visualization tools. Experience using Tableau and Tableau Prep for creating visualizations.
- Teamwork Skills: Experience working alongside co-workers, customers, and businesses completing duties.
- Communication Skills: Experience communicating with co-workers, customers, managers, and businesses to complete duties and solve any discrepancies.
- Leadership Skills: Experience in taking leadership roles within duties as well as training on-coming staff.
- Organizational Skills: Experience in organizing information, duties and maintenance of data within roles.
- Time Management Skills: Experience in completing duties efficiently and effectively in a designated amount of time.
- Multilingual: English, Punjabi, and Hindi.

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## EDUCATION

### AAS Cybersecurity

Associate in Applied Science

Nassau County Community College, Long Island, NY

September 2019 - December 2021

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## EMPLOYMENT EXPERIENCE

### Data Analyst Intern

Nassau County Community College, Long Island, NY

September 2019 - December 2021

- Experience with cleaning and validating data on a daily basis.
- Experience with analyzing data on a daily basis.
- Experience with preparing data for visualization on a daily basis.
- Experience in understanding the data analysis life cycle and the related application to the business setting.
- Experience using Tableau, Tableau Prep, SAS, R, Python, ArcGIS, and PowerBI
- Worked alongside a team efficiently, as well as independently.
- Demonstrated effective communication skills, both verbal and written.

### **UberEats Employee**

March 2021 - August 2021

Uber Association, Long Island, NY and Greenwood, IN

- Worked on average 8 hour days delivering orders across nearby cities/counties Thur/Fri/Sat/Sun.
- On average, completed 25 deliveries in one shift in a timely manner using the most efficient routes.
- Was able to respond quickly and efficiently on short notice.
- Applied great detail to maintaining correct orders as well as vehicle maintenance and proficiency.
- Actively and efficiently communicated with merchants and customers and aided in solving any communication issues between merchants, customers and company.

### **7-Eleven Convenience Store Associate/Training Associate**

February 2018 - January 2019

7-Eleven, Inc., Long Island, NY

- Worked on average 8 hour days with varying and flexible day and night schedules Fri/Sat/Sun.
- Worked alongside 5 employees on a daily basis.
- As a senior and experienced employee, trained new and on-coming employees regarding duties, health and safety standards and supervision.
- Stocked and organized incoming inventory.
- Greeted customers and aid in customers' needs.
- Memorized and was knowledgeable about current sales and promotions and policies.
- Performed highly trusted tasks such as maintaining/balancing cash registers, counting money, vouchers and making deposits.
- Was trained to notice security risks and threats and responses to situations.

### **Stop and Shop Sales Associate**

April 2017 - January 2018

Rotary Development LLC, Long Island, NY

- Worked 8 hour shifts Thur/Fri/Sat/Sun.
- Greeted customers and aid in customers' needs.
- Worked alongside 10 team members on average to stock, organize and maintain inventory.
- Was in charge of setting up, maintaining and supervising sample stations around the store.

- Performed highly trusted tasks such as maintaining/balancing cash registers, counting money, vouchers and making deposits.
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## **AWARDS AND DISTINCTION**

- Graduated with honor roll distinction and 3.6/4.0 grade point average.
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