Zaima Gull Choudhry

Boston, MA | Portfolio | ZaimaGull@gmail.com | https://www.linkedin.com/in/zaimachoudhry

SUMMARY

Detail-oriented Salesforce Administrator and Developer utilizing Apex, Visualforce, Lightning Web Components (LWC), and JavaScript. Focused on data modeling, security implementation, and automation strategies. Proficient in Agile and Scrum environments.

TECHNICAL SKILLS

Programming Language: HTML, CSS, JavaScript, Apex, REST API, SOQL, SOSL, and Python

Tools & Platforms: Jira, GitHub, Postman, VS Code, Slack, Microsoft Teams, XML, MATLAB, Notion, and IBM SPSS

Salesforce: LWC, Agile, Waterfall, Sales Cloud, Marketing Cloud, Service Cloud, Apex Trigger, Integration, Asynchronous Apex, Approval Process, Case Management, Data Migration, Data Modeling, Flows, Security, Validation Rules, Lightning App Builder, Report and Dashboard

RELEVANT PROJECTS

Technical Team Collaboration   *March 2025 - Present*
- Launched an application for sales agents to manage queries related to cloud products sold to customers.
- Developed an automation process via approval process to follow up tasks for renewal opportunities while optimizing analytics through data management.

Novus Banking   *February 2025 - March 2025*
- Engineered an automated application for an American multinational financial service company to track branches and process fixed deposit applications, utilizing a data import wizard to import 5,000 static data entries into the Interest Scheme object for data management.
- Utilized VS Code to create Apex classes and LWC to fetch interest scheme IDs from the database.

New Agora   *December 2024 - February 2025*
- Built an application within Salesforce for a real estate agency called, 'New Agora' to manage 500 centers while creating 100 user accounts for asset, finance, leasing, marketing, and support teams.
- Incorporated LWC to deploy customized frameworks utilizing HTML, CSS, XML, and JavaScript.

Crinkle Cookie   *January 2025*
- Developed an order selection form using HTML, CSS, and JavaScript that provides additional validation on name, address, and phone number fields before submission.
- Integrated checkboxes to allow users to select cookie and drink options, providing order flexibility, and radio buttons were included for hot or cold drink preferences, ensuring a seamless selection process.

TPE Logistics   *August 2024 - December 2024*
- Created approval processes, validation rules, and flows to automate workflow where new finance team users are auto-assigned to the permission set permitting CRED access to the contract object.
- Developed LWC to deploy triggers to link FD records to the user for security purposes for proper record creation, which ensured TPE orders were completed correctly.

PROFESSIONAL EXPERIENCE

Tiny Tots   Winchester, MA
Manager   *May 2023 - August 2024*
- Executed operations, collaborated with team members to refine and enhance curriculums, and coordinated staff training initiatives to foster team collaboration resulting in a more cohesive and efficient team environment.
- Analyzed monthly expenses, payroll, and revenue generation upgrading policy contracts, which boosted sales by 33%.

Teacher   *September 2021 - May 2023*
- Instructed individualized support to children while maintaining a safe, nurturing, and encouraging environment in an educational setting.
- Built educational games and activities to enhance key early child development skills such as fine motor control and language development.

Life For Relief & Development   Boston, MA
Community Relations Associate   *September 2021 - January 2022*
- Implemented target outreach campaigns that successfully increased donation funds by 30% to $13,000 in the first quarter of operation.
- Executed a comprehensive training program on humanitarian relief methods for associates across the organization, resulting in a 30% increase in adoption rates and an improved model.

Dana Farber Cancer Institute   Boston, MA
Data Analyst - Psychosocial Oncology & Palliative Care   *February 2020 - September 2021*
- Analyzed operational workflows within the operations teams to identify areas for enhancement, resulting in a 15% increase in productivity and efficiency metrics.
- Partnered with BWH Neurology Department to understand challenges and align data, leading to a 20% increase in meeting project goals, and objectives, resulting in a research paper.

Brigham & Women's Hospital   Boston, MA
Data Analyst - Radiation Oncology   *June 2019 - September 2019*
- Collaborated with a biostatistician to integrate approaches enabling closed-loop discovery cycles, leading to a 15% improvement in the efficiency of research processes.
- Coordinated cross-functional meetings with research and clinical teams to develop a comprehensive strategy for integrating central nervous system factors and biomarkers into upcoming clinical trials, resulting in a 30% increase in trial efficiency.

EDUCATION:

TechEducationPro, Remote   *April 2025*
Salesforce Admin & Developer Certification

Harvard Extension, Cambridge, MA   *January 2023*
Post-baccalaureate Premedical Sciences

Emmanuel College, Boston, MA   *May 2019*
Bachelor of Science in Biology with a Concentration in Health Sciences

Boston University, Boston, MA   *July 2017*
EMS Certification