EBIBOWEI NABENA

Data Analyst

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PROFESSIONAL SUMMARY

- Proven data analyst with over 5 years of experience in data analysis, interpretation, management, monitoring, and presentation of large datasets to make informed decisions
- Dedicated school program manager with experience in developing and using survey tools such as KoboCollect, tracking tickets raised on MANTIS, app-based data collection, and managing large datasets in order to make informed decisions in the EdTech sector
- A diligent, attentive-to-detail data analyst with experience in creating user-friendly visualization to help non-technical stakeholders understand complex trends
- Experienced with working with a multi-cultural and fast-paced organization.
- Excellent knowledge and experience with producing analytical reports and using data visualization software such as Microsoft Power BI and an entry-level knowledge of Tableau, SQL and R-language
- Excellent understanding of program management and working in marginalized communities.
- Proficiency in identifying capacity needs and delivering training for my team, parents, and across schools
- As part of a two-person team, I was responsible for both the design and content of a pitch deck for Backyard Partings.

EXPERTISE

* Data Gathering, Analysis and Reporting	* Problem Solving	* Data Monitoring
* School Management and Support	* Process Streamlining	* Program Management
* Team Training and Coaching	* Database Management	* Employee Onboarding
* Project Management and Coordination	* Data Cleaning	* Hiring

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PROFESSIONAL EXPERIENCE

Data Analyst (Volunteer)   January 2024 to Present
Project Get A Job (PGAJ)

- Collect, clean and organize event data from the virtual job fair platform
- Analyzing data sets, Creating reports, and Identifying trends

Data Research Analyst (Internship)   January 2024 to Present
MissUMuch.com

- Play a pivotal role in turning raw data into valuable information that drives MissUMiss business decisions.
- Support the creation of innovative ways to honor the memories of beloved pets.
- Work with cutting-edge technologies like the metaverse to create virtual memorials that allow people to remember and celebrate the lives of their pets.
- Work at the forefront of innovation in the pet memorial industry
- Support in designing pitch deck for MissUMuch to secure project funding

Data Analyst (Internship)   **October 2023**
MeriSKILL

- Analyze projects using Microsoft Power BI and provide insights that help organization in decision-making

Program Manager, Schools,   **March 2023 to Present**
NewGlobe Educational Services Ltd (BayelsaPRIME), Yenagoa, Bayelsa State

- Lead and oversee data collection from all departments within the organization, leading to improved decision-making.
- Clean, analyze, and interpret datasets in Google Sheets.
- Measure teacher attendance, pupil enrollment, and staffing, leading to improved teacher attendance by 50%.
- Upload data for analysis and informed decision-making.
- Identify data discrepancies and provide necessary recommendation
- Facilitate the creation of proper data pipelines and best data management practices
- Identify training needs and facilitate training for teachers and team members across all partnership schools.
- Coordinate and manage community outreach across all Partnership communities, including advertisements, events, communications, programs, promotions, and more aimed at parents, community leaders and influencers, and the general public.
- Ensure a culture of data-driven decision-making by collaborating with various team members across the organization.

Data Analyst   **December 2018 to Present**
eM & Haitch ICT Hub, Yenagoa, Bayelsa State

- Collects customer data, sales records, and inventories.
- Design a data modeling system and analyze the data, ensuring 99.9% accuracy.
- Interpret data and ensure data-driven decision making.
- Maintain data systems by addressing errors and monitoring performance
- Streamlining data collection methods to create an automated and easy-to-use routine

Program/ Data Analyst   **February 2013 to March 2023**
Bayelsa State Universal Basic Education Board, Yenagoa, Bayelsa State

- Conducted, researched, and analyzed data, identifying trends, and preparing reports.
- I collected data from primary and basic junior secondary schools across the eight (8) local government areas in Bayelsa State.
- Designed databases and data systems.
- Maintained databases and data systems by addressing errors and monitoring performance.
- Streamlined data collection methods to create automated and easy-to-use routines

EDUCATION

Ignatius Ajuru University of Education, Rivers State, Nigeria
February 2021 to February 2022
Postgraduate Diploma in Education - First Class

University of Benin, Edo State, Nigeria,
October 2004 to February 2008
Bachelors of Computer Science

TECHNICAL SKILLS

* Microsoft Power BI	* Microsoft Excel	* Google Sheet
* Google Suite	* Microsoft Office Suite	* Quickly Learn New Software
* R-Language (Entry Level)	* Tableau (Entry Level)	* SQL (Entry Level)

INTEREST

* Researching	* Data Visualization and Analysis	*Project Management