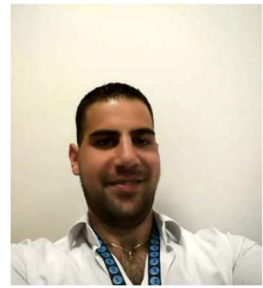


# Georges Matta

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Location: Lebanon

Date Of Birth: 13/2/1989



## Digital Portfolio

<https://devleb-portfolio.streamlit.app/Resume>

## About Me

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BS Degree (information technology and computing) seeks to gain experience and improve my knowledge in fields concerning IT (software-hardware-network) as I preferred to improve my programming skills and currently my Data Analyst skills because it's my passion to become a professional and achieve advanced levels.

Some of my interests:

- Still up-to date on any new technology especially concerning developing and programming.
- Interest to learn and get experience in any fields concerning computers and mobile phones.
- Interest in data analytics and Artificial Intelligence, NLP
- Interest in web scrapping and automation.

## Education

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- **2009 - 2013 Arab Open University**  
BSc Computer Science (Information Technology and Computing)  
GPA : 2.9 \_Award GPA:3.5  
Graduation project : WEB development ( Social media network including Google\_Map) clone for FB and twitter

## Certificates

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- **Microsoft office specialists outlook associate(office 2019)**  
Issued Apr 2023  
Credential ID wEVPC-48Xr
- **Microsoft power platform fundamentals**  
Issued Mar 2023  
Credential ID wBrMA-2Fb6
- **Huawei Certification hcia AI**  
Issued May 2022
- **Excel Advanced Formulas and Functions**  
Issued Jan 2022

- **R & Python For Data Analysis**  
Issued Apr 2021
- **Python Programming & automation**  
Issued May 2019
- **Django Website Build**  
Issued Dec 2018

## **Work Experience**

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- **2019- till now:** Data Analyst (python, excel)
- **2016 – 2018 :** Python Developer- WEB developer(Django)- UI(PyQt5)
- **2012-2015 :** IT support software/hardware windows- Unix(Troubleshooting-Upgrading-Maintenance)

## **Analysis Skills**

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- **Data analysis and manipulation:** ability to analyze and manipulate data using statistical methods, tools and techniques such as SQL, Python, Excel.
- **Data visualization:** The ability to create and present clear and meaningful visualizations of data, such as graphs, charts, and dashboards using tools such as Power BI, and matplotlib, plotly.
- **Data profiling:** The ability to understand the data structure, identify data types, detect missing or null values, and evaluate the data quality.
- **Data validation:** The ability to check the accuracy and completeness of data by comparing it against external sources or business rules.
- **Data transformation:** The ability to manipulate and transform data into a consistent format using techniques such as data normalization, aggregation, or merging.

## **Technical Skills**

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### **Operating System**

- Knowledge and experience in using Microsoft 365 and power platform
- Expert using Windows OS browsing, detecting viruses and get solutions, using command shell, install drivers, expert using the Microsoft office (word, Access, Excel, Outlook(export and import accounts, work with pst files), and Visio).
- Good knowledge with UNIX and Linux OS browsing, using command shell, installing packages, troubleshooting.

- Small knowledge with Mac and some researches about the usage of this operating system.
- Good knowledge and some experience in network, routing, subletting, FTP. Install and configure routers.
- Design and implement Network security, Analyze packets.

### **Other Skills**

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- Knowledge and little experience using Photoshop cs2, cs3, cs5, cs6.
- Research and browsing on the internet.

### **Language Skills**

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- Arabic: Fluent native language
- French: medium read, medium write, medium spoken.
- English: excellent read, medium write, excellent spoken.